



# NorCal Continuum of Care™

**Siskiyou County Advisory Board Meeting**  
**April 3, 2024**  
**1:30pm – 3:00pm**  
**Red Oak Room, Behavioral Health, 2060 Campus Drive, Yreka**

## **Teleconference locations:**

Karuk Tribe  
635 Jacobs Way  
Happy Camp, CA 96039

Partnership HealthPlan of California  
4665 Business Center Drive  
Fairfield, CA 94534  
(Please contact Partnership if you expect to attend from this location)

Northern Valley Catholic Social Services  
2400 Washington Ave.  
Redding, CA 96001

Disability Action Center  
2453 Athens Ave.  
Redding, CA 96001

- 1. Call to Order/Quorum Established/Introductions**
- 2. Approval of Meeting Minutes from March (Attachment A)**  
Board members will review and approve minutes from March 6, 2024.
- 3. Public Comments (limited to 3 mins. per comment)**  
Members of the public will have the opportunity to address the Board on any issue within the jurisdiction of the Board. Speakers will be limited to three minutes.
- 4. Committee Updates**
  - a. Executive Board Update - Dr. Collard**
  - b. HMIS/CES Committee – Maddelyn Bryan**
- 5. New Business**
  - a. Action Item; Approval of new membership item (Attachment B) – Maddelyn Bryan**
  - b. Partners 2 RFP (Attachment C) - Dr. Collard**

## **Advisory Board Members:**

**Duane Kegg, Chair**  
City of Yreka

**Michael Aiuto**  
Homeless Advocate

**Trish Barbieri**  
Social Services Division

**Christina Brown**  
Fairchild Medical Center

**Rachael Clem**  
United Way

**Brittany Collier**  
Siskiyou Co. Office of Ed

**Sarah Collard, Ph.D.**  
Health and Human Services Agency

**Mark Gilman**  
Yreka Police Department

**Michelle O’Gorman**  
Community Resource Collaborative

**Nancy Ogren**  
Siskiyou Co. Board of Supervisors

**Denise Patterson**  
Yreka Food Bank

**Sara Spence**  
Karuk Tribal Housing Authority

**Sarah Springfield**  
Youth Empowerment Siskiyou



**6. Old Business**

- a. Discussion and possible action: HHAP 4 budget (Attachment D) – Dr. Collard

**7. Member Updates**

- a. Basecamp updates – County staff/NVCSS staff

**8. Discussion Items for Next Meeting**

**9. Adjournment**

**Next Meeting**

May 1, 2024

1:30pm-3:00pm

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. You may contact 530-841-2748 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting.



Siskiyou County Advisory Board Meeting  
March 6, 2024  
1:30pm – 3:00pm

Lavender Room, Social Services, 818 South Main Street, Yreka

**Teleconference locations:**

Karuk Tribe  
635 Jacobs Way  
Happy Camp, CA 96039

Partnership HealthPlan of California  
4665 Business Center Drive  
Fairfield, CA 94534  
(Please contact Partnership if you expect to attend from this location)

Northern Valley Catholic Social Services  
2400 Washington Ave.  
Redding, CA 96001

Disability Action Center  
2453 Athens Ave.  
Redding, CA 96001

**1. Call to Order/Quorum Established/Introductions**

Duane Kegg, Chairperson, called the meeting to order at 1:40pm. A quorum was established.

**Present:** Members Duane Kegg, Sarah Collard, Christina Brown, Nancy Ogren, Brittany Collier, Michael Aiuto, Michelle O’Gorman, Rachael Clem, and Denise Patterson.

Staff/participants/public attendees Eric Parsons, Tara Kilcollins, Dawnmarie Autry, Lorenzo Love, Luther Finley, Joelle Chinnock, Rico Gutierrez, Joanne Johnson, Jason Ledbetter, and Maddelyn Bryan,

Zoom: Member Sara Spence.

**2. Approval of Meeting Minutes from February (Attachment A)**

**Advisory Board Members:**

**Duane Kegg, Chair**  
City of Yreka

**Michael Aiuto**  
Homeless Advocate

**Trish Barbieri**  
Social Services Division

**Christina Brown**  
Fairchild Medical Center

**Rachael Clem**  
United Way

**Brittany Collier**  
Siskiyou Co. Office of Ed

**Sarah Collard, Ph.D.**  
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**Mark Gilman**  
Yreka Police Department

**Michelle O’Gorman**  
Community Resource Collaborative

**Nancy Ogren**  
Siskiyou Co. Board of Supervisors

**Denise Patterson**  
Yreka Food Bank

**Sara Spence**  
Karuk Tribal Housing Authority

**Sarah Springfield**  
Youth Empowerment Siskiyou



Spence motioned to approve the minutes from February 7, 2024, as presented. Ogren seconded. A roll call vote was taken. The motion passed by unanimous vote.

### **3. Public Comments (limited to 3 mins. per comment)**

Jason Ledbetter provided an update on the City of Yreka's plans to clean the hill on 2060 Campus Drive. The plan, which required heavy equipment, has been delayed due to inclement weather. The City may do spot cleaning in the meantime and plans to coordinate with the opening of the Basecamp shelter for a larger cleaning day.

Tara Kilcollins shared that the City of Yreka returned the Basecamp plans to the engineers. The City is requiring additional fire walls.

### **4. Committee Updates**

#### **a. Executive Board Update—Dr. Collard**

Collard noted that the Executive Board continues to discuss the future structure of the NorCal CoC, including funding needs and opportunities. The last few meetings particularly focused on the Homeless Housing, Assistance and Prevention, Round 5 grant program.

### **5. New Business**

#### **a. Action Item: Letter of Support for SCOE Grant Application (Attachment B)—Brittany Collier**

Collier requested a letter of support from the Advisory Board to be submitted as part of a grant application for the Siskiyou County Office of Education. Collier presented a draft letter. She recommended a change in the addressee to reflect updated guidance from the granting agency. Spence motioned to approve the letter with the recommended change. Collard seconded. A roll call vote was taken. The motion carried unanimously with the exception of Collier who recused herself.

#### **b. Presentation: Seventh Day Adventist Initiative to End Homelessness—Joelle Chinnock/ Luther Finley**

Luther Finley shared about the SDA history of providing meal services in Yreka, a service called the Mission of Mercy. They currently offer meals and other necessities on a weekly basis to individuals experiencing homelessness. Luther introduced the Board to Joelle Chinnock, who explained that the Northern California Conference of Seventh Day Adventists has a new initiative to end homelessness in the region. She communicated her assignment to explore the needs of different communities within the region as the new Homeless Initiatives Coordinator. Joelle comes to this position with a background in disaster work after the Paradise fire. Joelle responded to various questions about the scope of the new SDA initiative.

### **6. Old Business**



**a. Discussion and Possible Action: HHAP-5 Budget (Attachment C)—  
Maddelyn Bryan**

Maddelyn Bryan displayed a draft budget proposal for HHAP-5 and requested the Board's input and/or approval. She stated that the budget categories were based on discussions with CoC participants and service providers. Discussion ensued about the best possible uses of HHAP-5, including shelter, rapid rehousing, system support, prevention, and services coordination for an employment assistance program. Ogren motioned to approve the budget in concept and authorize Collard to make changes based on discussions at the Executive Board meeting. Clem seconded. A roll call vote was taken. The motion passed unanimously.

**b. SB1338—Duane Kegg**

Kegg provided an overview of the scope, purpose, and intent of the CARE Court program. Collard responded to public questions about the County's implementation of CARE Court, explaining that the County is actively planning and will comply with the deadline of December 1<sup>st</sup> for implementation. Discussion ensued about possible scenarios related to CARE Court.

**7. Member Updates**

**a. Presentation on SCOE Homeless Liaison Services—Brittany Collier**

Collier presented on the rights and services available to students who lack housing stability. She described experiences, challenges, and scenarios of students experiencing homelessness.

**b. County Staff Updates—Maddelyn Bryan**

Maddelyn Bryan introduced the Board to the County's new Homeless Outreach Worker and the new Housing Analyst.

**c. Other Member Updates—All**

Maddelyn Bryan reminded the Board that the mobile shower and laundry services are now available for individuals experiencing homelessness. Events are currently scheduled at least twice a month through June of 2024.

Kegg noted a delay in planning the resource fair. He now hopes to coordinate the resource fair with the opening of Basecamp.

Clem announced that United Way would send out HMIS MOUs the following week.

**8. Discussion Items for Next Meeting**

There were no discussion items for the next meeting.

**9. Adjournment**



Ogren motioned to adjourn the meeting at 3:12pm. Kegg seconded. A roll call vote was taken. The motion passed unanimously.

**Next Meeting**

April 3, 2024  
1:30pm-3:00pm

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DRAFT

Attachment B

Attachment B



Name Barbara Rising County Siskiyou  
Phone 530-846-0844 x109 Title Executive Director  
Email barbra@y4siskiyou.org  
Agency Name (If Applicable) Youth Empowerment Siskiyou (YES)  
Membership request:  Voting Member  Participant  
Voting member please identify an alternate (If Applicable) Erika Alvarez

Please Select the Category that best defines you or your agency type. What service area, jurisdiction or special population do you represent? (Check all that apply):

- Local Government Staff/Officials
- CDBGHOME/ESG Entitlement Jurisdiction
- Law Enforcement
- Local Jail(s)
- Hospital(s)
- EMT/Crisis Response Team(s)
- Mental Health Service Organizations
- Substance Abuse Service Organizations
- Affordable Housing Developer(s)
- Disability Advocates
- Public Housing Authorities
- CoC Funded Youth Homeless Org.
- Non-CoC Funded Youth Homeless Org.
- Other:
- Youth Advocates
- School Administrators/Homeless Liaisons
- CoC Funded Victim Service Providers
- Non-CoC Funded Victim Service Providers
- Domestic Violence Advocates
- Street Outreach Team(s)
- Lesbian, Gay, Bisexual, Transgender (LGBT) Advocates
- LGBT Service Organizations
- Agencies that serve survivors of human trafficking
- Other homeless subpopulation advocates
- Homeless or Formerly Homeless Persons
- Emergency shelter
- Veteran service providers and advocates
- Locality taskforce representatives

Please provide the mission statement of the agency/organization, for individuals, explain your interest in joining the CoC

"We strive to build and support a strong local community in Siskiyou County, where every child, teen, and young adult is and feels safe, loved, and empowered."

Describe the agencies/organization's or personal experience working to end homelessness:

YES operates the only homeless shelter in Siskiyou County and provides comprehensive case management services.

What does the agency/organization or individual hope to contribute and gain by being a members of the (CoC)?

YES will provide knowledge and data of our at-risk and/or homeless youth while gaining funding opportunities to serve the youth population.

**Statement of Commitment:** By my signature below, if nominated and elected to the Continuum of Care Advisory Board, I understand that I will attend, with frequency, the Advisory Board Meetings, when scheduled. I will collaboratively participate at each meeting and will share knowledge and information freely. I may revoke my membership at any time, and acknowledge my membership may be revoked for cause, if I am not adhering to the NorCal CoC Governance Charter.

Signature: \_\_\_\_\_

Date: 3-28-24

**REQUEST FOR PROPOSALS**

**Partners II Housing Project  
funded by the  
U.S. Department of Housing and Urban Development's  
FY 2023 Continuum of Care Program Competition**

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**Proposals Due:  
April 15, 2024 at 2pm**

City of Redding as the Administrative Entity for the NorCal  
Continuum of Care



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## **Overview**

On July 5, 2023, the U.S. Department of Housing and Urban Development (HUD) released the Notice of Funding Opportunity (NOFO) for Fiscal Year (FY) 2023 Continuum of Care (CoC) Program Competition. The NOFO can be found at <https://www.grants.gov/search-results-detail/349091>

The Continuum of Care program, authorized by the McKinney-Vento Homeless Assistance Act, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 is administered by HUD. The CoC seeks to:

- Promote a communitywide commitment to the goal of ending homelessness;
- End homelessness by providing funding for efforts to quickly re-house homeless individuals and families while minimizing the trauma and dislocation caused to homeless persons and communities by homelessness;
- Promote access to and effective utilization of mainstream programs by homeless individuals and families; and
- Optimize self-sufficiency among individuals and families experiencing homelessness.

The CoC provides grants to recipient agencies representing local Continuums of Care (CoCs). The NorCal CoC represents seven counties of Northern California including Shasta, Sierra, Siskiyou, Modoc, Plumas, Lassen, and Del Norte. The City of Redding is the Administrative Entity for the NorCal CoC (City of Redding) and is publishing this Request for Proposals (RFP) on the NorCal CoC's behalf.

## **The Project – Partners II Housing Program**

The NorCal CoC is requesting proposals for the FY 2023 Continuum of Care Program – Partners II Housing Project (Project). Presently, this Project is being administered by Shasta County. The purpose of this RFP is to determine if there is group or organization wishing to assume this Project from Shasta County, for the Period of Performance October 1, 2024 to September 30, 2025.

The Program addresses the physical, economic, and social needs required to promote and increase self-sufficiency for those who are chronically homeless and have a disabling condition. There are several supportive services that are provided while on this program, the main supports being:

1. Assistance in finding decent and affordable housing.
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2. Ensure and support access to valuable services and resources in the community based on specific needs of the client.
3. Regular home visits will be conducted by the social worker or case manager to evaluate the Clients' adjustment to housing and encourage service engagement. These home visits will happen quarterly at minimum.

Responsibilities of tenants:

- Report any changes to their income. This could be the source of income, amount of income, or any lump sum payment received. These changes must be reported in writing within 15 calendar days.
- Report anyone moving into or out of their home. Anyone moving into the home must be determined eligible AND approved by the landlord.
- Keep their rental clean and in working order at all times. This includes general housekeeping such as sweeping, wiping down counters and ensuring all trash and recyclables are taken to the dumpster regularly. These tasks help keep vermin and infestations from happening.
- Inform of any notices given by the landlord or rental management company.
- Pay their share of monthly rent on time.
- Pay all utility bills and ensure utilities are always turned on.
- Do not allow anyone to use their address for mail.
- Be a good neighbor and do not engage in any behaviors that would threaten the health, safety, or right to peaceful enjoyment of other residents living around them.

The Annual Renewal Demand, funding available, for this Project is \$382,742.50 which includes \$247,944 for Rental Assistance, \$37,178 for Supportive Services, \$21,072 for Administration and \$76,548.50 contributed as the required 25% HUD Match. The \$76,548.50 match is being provided by NorCal CoC HHAP 3 funds. The match could be used for any of the eligible uses of the Partners II Housing Program, Rental Assistance, Supportive Services, and Admin.

(<https://www.hudexchange.info/homelessness-assistance/coc-esg-virtual-binders/coc-match/match-requirements/>) The original application as submitted to HUD is attached as Exhibit A.

### **Eligible Project Proposals**

Please include the following information in your proposal submission for the Project. Please email your proposal to the NorCal CoC email: [norcalcoc@cityofredding.org](mailto:norcalcoc@cityofredding.org) by the due date.

- A. **Coordinated Entry** - Both the CoC and Emergency Solutions Grants Program (ESG) interim rules require use of the CoC's Coordinated Entry process, please provide verification of your current engagement with the Coordinated Entry process and how you engage with this process.
- B. **SAM Registration Requirement.** Applicants must be registered with <https://www.sam.gov/SAM> before submitting their application. In addition, Applicants must maintain an active SAM registration with current information while they have an active Federal award or an application or plan under consideration by HUD.

- C. **UEI Number Requirement.** Applicants must provide a valid UEI number, registered and active at <https://www.sam.gov/SAM> in the application.
- As of April 4, 2022, the DUNS number is no longer an official identifier for doing business with the U.S. Government. Entities doing business with the federal government must use the Unique Entity Identifier created in SAM.gov.*
- D. Subrecipients must comply with non-discrimination, fair housing, and equal opportunity regulations as described in 24 CFR § 578.93 and 24 CFR § 5.105 and the Fair Housing Act. Please explain how you will comply with these regulations.
- E. **Housing First** – A Housing First approach is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry. Please provide a copy of your Housing First guidelines.
- F. **Compliance with Violence Against Women Act (VAWA) Rule** – Per 24 CFR § 578.99(j) & 24 CFR 5 Subpart L, all permanent and transitional housing for which Continuum of Care program funds are used for acquisition, rehabilitation, new construction, leasing, rental assistance, or operating costs must implement the requirements of VAWA for the protection of victims of domestic violence, dating violence, sexual assault, or stalking. Please provide a copy of your VAWA guidelines.
- G. **Fair Market Rents (FMR)** – HUD is required to adjust awards for leasing, operating, and rental assistance line items based on changes to the FMR. Funds awarded for rental assistance will be adjusted in all new projects and renewal projects requesting the FMR will be adjusted by applying the FMR in effect at the time of application submission to HUD.
- H. **Affirmative Marketing and Outreach** - The CoC Program interim rule at 24 CFR § 578.93(c) requires recipients of CoC Program funds to affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, age, familial status, or disability who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities. Housing assisted by HUD and made available through the CoC must also be made available to individuals and families without regard to actual or perceived sexual orientation, gender identity, or marital status in accordance with 24 CFR § 5.105 (a)(2). Please provide a copy of your Affirmative Marketing and Outreach guidelines.
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- I. **Section 3 (the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) –** For construction or rehabilitation projects only, applicants are required to provide employment and training opportunities for low- and very low-income persons, as well as contracting and other economic opportunities for businesses that provide economic opportunities to low- and very low-income persons. If this is not a construction project, please indicate N/A.
- J. **Uniform Guidance 2 CFR Part 200** - Applicants will be required to carry out all activities in accordance with federal laws, regulations, and guidance governing federal grants, including the Office of Management and Budget's Uniform Guidance [2 CFR Part 200](#). Please indicated the amount of other Federal Grants that are administered by your agency.
- K. **Leveraging Housing Resources** – How does this project work in step with other housing projects that you administer?

### **Application Procedures**

**Complete proposals are due by April 15, 2024.**

Should there be an interested applicant for this RFP, a rating and ranking of the proposals may ensue. Any new entities that wish to administer the Project may be chosen. The successful applicant may need to finish the application process by completing the required next steps of:

- 1) An application submitted through the U.S. Department of Housing and Urban Development's e-snaps portal, available at <https://esnaps.hud.gov/grantium/frontOffice.jsf>;

Please note that if you are chosen as the new Project administrator, you may need to work with the e-snaps system. Detailed instructions on how to complete the HUD e-snaps application process can be found here: <https://www.hudexchange.info/programs/e-snaps/>. This link to the Detailed Instructions includes information about each question in the application and guidelines about specific information that should be included in response to the question. All applicants are strongly encouraged to review the Detailed Instructions before completing their proposals. It is strongly recommended that potential applicants do this at least two weeks before the application is due, to give time to address any issues in the registration or application process.

### **Project Review and Scoring**

Once a proposal has been submitted, a review will be undertaken to ensure the proposed project meets threshold requirements. Proposals submitted by the deadline that meet the threshold requirements will be scored and ranked by the NorCal CoC Executive Board.

Scoring will be based on the factors listed in the NorCal CoC's governance charter scoring rubric.

**Final Rankings and Submission:**

Following the NorCal CoC's Executive Board's ranking process, all applicants will be notified as to their ranking, if they met threshold eligibility, or notified that they did not meet threshold review requirements. If chosen to administer the Project, the City of Redding as the Administrative Entity for the NorCal Continuum of Care will enter into a contract with the subrecipients for implementation of the Project.

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## Before Starting the Project Application

**To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.**

Things to Remember:

- Additional training resources can be found on the HUD.gov at [https://www.hud.gov/program\\_offices/comm\\_planning/coc](https://www.hud.gov/program_offices/comm_planning/coc).
- Questions regarding the FY 2023 CoC Program Competition process must be submitted to [CoCNOFO@hud.gov](mailto:CoCNOFO@hud.gov).
- Questions related to e-snaps functionality (e.g., password lockout, access to user's application account, updating Applicant Profile) must be submitted to [e-snaps@hud.gov](mailto:e-snaps@hud.gov).
- Project applicants are required to have a Unique Entity Identifier (UEI) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2023 Continuum of Care (CoC) Program Competition. For more information see FY 2023 CoC Program Competition NOFO.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2023 CoC Program NOFO.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with navigational guides, which are also found on the HUD Exchange.
- Before starting the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps, particularly the Authorized Representative and Alternate Representative forms as HUD uses this information to contact you if additional information is required (e.g., allowable technical deficiency).
- Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data from the FY 2022 Project Application will be imported into the FY 2023 Project Application; however, applicants will be required to review all fields for accuracy and to update information that may have been adjusted through the post award process or a grant agreement amendment. Data entered in the post award and amendment forms in e-snaps will not be imported into the project application.
- Rental assistance projects can only request the number of units and unit size as approved in the final HUD-approved Grant Inventory Worksheet (GIW).
- Transitional housing, permanent supportive housing with leasing, rapid re-housing, supportive services only, renewing safe havens, and HMIS can only request the Annual Renewal Amount (ARA) that appears on the CoC's HUD-approved GIW. If the ARA is reduced through the CoC's reallocation process, the final project funding request must reflect the reduced amount listed on the CoC's reallocation forms.
- HUD reserves the right to reduce or reject any renewal project that fails to adhere to 24 CFR part 578 and the application requirements set forth in the FY 2023 CoC Program Competition NOFA.

## 1A. SF-424 Application Type

1. Type of Submission: Application

2. Type of Application: Renewal Project Application

If "Revision", select appropriate letter(s):

If "Other", specify:

3. Date Received: 09/25/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: CA1041

This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).

Check to confirm that the Federal Award Identifier has been updated to reflect the most recently awarded grant number

6. Date Received by State:

7. State Application Identifier:

## 1B. SF-424 Legal Applicant

### 8. Applicant

- a. Legal Name:** Shasta County
- b. Employer/Taxpayer Identification Number (EIN/TIN):** 94-6000535
- c. Unique Entity Identifier:** DPL4NHN2BR88

### d. Address

**Street 1:** 2600 Park Marina Drive  
**Street 2:**  
**City:** Redding  
**County:** Shasta  
**State:** California  
**Country:** United States  
**Zip / Postal Code:** 96001

### e. Organizational Unit (optional)

**Department Name:** Health & Human Services Agency  
**Division Name:** Housing and Community Action Agency

### f. Name and contact information of person to be contacted on matters involving this application

**Prefix:** Ms.  
**First Name:** Melissa  
**Middle Name:**  
**Last Name:** Nave  
**Suffix:**  
**Title:** Program Manager, Economic Mobility  
**Organizational Affiliation:** Shasta County  
**Telephone Number:** (530) 245-6198  
**Extension:**

**Fax Number:** (530) 225-5178

**Email:** mnave@co.shasta.ca.us

## 1C. SF-424 Application Details

**9. Type of Applicant:** B. County Government

**10. Name of Federal Agency:** Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Title:** CoC Program

**CFDA Number:** 14.267

**12. Funding Opportunity Number:** FR-6700-N-25

**Title:** Continuum of Care Homeless Assistance Competition

**13. Competition Identification Number:**

**Title:**

## 1D. SF-424 Congressional District(s)

**14. Area(s) affected by the project (State(s) only):** California  
(for multiple selections hold CTRL key)

**15. Descriptive Title of Applicant's Project:** Partners in Housing II 2023

**16. Congressional District(s):**

**a. Applicant:** CA-002, CA-001  
(for multiple selections hold CTRL key)

**b. Project:** CA-002, CA-001  
(for multiple selections hold CTRL key)

**17. Proposed Project**

**a. Start Date:** 07/01/2024

**b. End Date:** 06/30/2025

**18. Estimated Funding (\$)**

**a. Federal:**

**b. Applicant:**

**c. State:**

**d. Local:**

**e. Other:**

**f. Program Income:**

**g. Total:**

## 1E. SF-424 Compliance

**19. Is the Application Subject to Review By State Executive Order 12372 Process?** b. Program is subject to E.O. 12372 but has not been selected by the State for review.

**If "YES", enter the date this application was made available to the State for review:**

**20. Is the Applicant delinquent on any Federal debt?** No

**If "YES," provide an explanation:**

## 1F. SF-424 Declaration

By signing and submitting this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

I AGREE:

### 21. Authorized Representative

Prefix: Mr.

First Name: David

Middle Name:

Last Name: Rickert

Suffix:

Title: County Executive Officer

Telephone Number: (530) 225-5561  
(Format: 123-456-7890)

Fax Number: (530) 229-8238  
(Format: 123-456-7890)

Email: drickert@co.shasta.ca.us

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 09/25/2023

# 1G. HUD 2880

**Applicant/Recipient Disclosure/Update Report - form HUD-2880**  
**U.S. Department of Housing and Urban Development**  
**OMB Approval No. 2501-0017 (exp. 1/31/2026)**

## Applicant/Recipient Information

### 1. Applicant/Recipient Name, Address, and Phone

**Agency Legal Name:** Shasta County

**Prefix:** Mr.

**First Name:** David

**Middle Name:**

**Last Name:** Rickert

**Suffix:**

**Title:** County Executive Officer

**Organizational Affiliation:** Shasta County

**Telephone Number:** (530) 225-5561

**Extension:**

**Email:** drickert@co.shasta.ca.us

**City:** Redding

**County:** Shasta

**State:** California

**Country:** United States

**Zip/Postal Code:** 96001

**2. Employer ID Number (EIN):** 94-6000535

**3. HUD Program:** Continuum of Care Program

**4. Amount of HUD Assistance Requested/Received: \$296,725.00**

(Requested amounts will be automatically entered within applications)

**5. State the name and location (street address, City and State) of the project or activity.**

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

**Part I Threshold Determinations**

1. Are you applying for assistance for a specific project or activity? **Yes**  
 (For further information, see 24 CFR Sec. 4.3).

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. **Yes**

**Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds**

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
HUD Continuum of Care	CoC Grant	\$283,538.00	PSH - Rental Assistance

**Note: If additional sources of Government Assistance, please use the "Other Attachments" screen of the project applicant profile.**

**Part III Interested Parties**

**Do you need to disclose interested parties for this grant according to the criteria below?** No

**Certification**

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

**I/We, the undersigned, certify under penalty of perjury that the information provided above is true, correct, and accurate. Warning: If you knowingly make a false statement on this form, you may be subject to criminal and/or civil penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.**

X
---

**Name / Title of Authorized Official:** David Rickert, County Executive Officer

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 09/25/2023

# 1H. HUD 50070

## HUD 50070 Certification for a Drug Free Workplace

**Applicant Name:** Shasta County  
**Program/Activity Receiving Federal Grant Funding:** CoC Program

**Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:**

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
b. Establishing an on-going drug-free awareness program to inform employees — (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted — (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will — (1) Abide by the terms of the statement; and (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;	

### Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)  
 Workplaces, including addresses, entered in the attached project application.  
 Refer to addresses entered into the attached project application.

**I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.**

X
---

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802)

**Authorized Representative**

**Prefix:** Mr.

**First Name:** David

**Middle Name**

**Last Name:** Rickert

**Suffix:**

**Title:** County Executive Officer

**Telephone Number:** (530) 225-5561  
**(Format: 123-456-7890)**

**Fax Number:** (530) 229-8238  
**(Format: 123-456-7890)**

**Email:** drickert@co.shasta.ca.us

**Signature of Authorized Representative:** Considered signed upon submission in e-snaps.

**Date Signed:** 09/25/2023

## **CERTIFICATION REGARDING LOBBYING**

### **Certification for Contracts, Grants, Loans, and Cooperative Agreements**

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **Statement for Loan Guarantees and Loan Insurance**

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:

**Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)**

**Applicant's Organization:** Shasta County

**Name / Title of Authorized Official:** David Rickert, County Executive Officer

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 09/25/2023

# 1J. SF-LLL

## **DISCLOSURE OF LOBBYING ACTIVITIES** **Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.** **Approved by OMB0348-0046**

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

**Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program?** No

**Legal Name:** Shasta County  
**Street 1:** 2600 Park Marina Drive  
**Street 2:**  
**City:** Redding  
**County:** Shasta  
**State:** California  
**Country:** United States  
**Zip / Postal Code:** 96001

**11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.**

I certify that this information is true and complete.

**Authorized Representative**

**Prefix:** Mr.

**First Name:** David

**Middle Name:**

**Last Name:** Rickert

**Suffix:**

**Title:** County Executive Officer

**Telephone Number:** (530) 225-5561  
**(Format: 123-456-7890)**

**Fax Number:** (530) 229-8238  
**(Format: 123-456-7890)**

**Email:** drickert@co.shasta.ca.us

**Signature of Authorized Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 09/25/2023

## IK. SF-424B

### (SF-424B) ASSURANCES - NON-CONSTRUCTION PROGRAMS

OMB Number: 4040-0007  
Expiration Date: 02/28/2022

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- |    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2. | Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| 3. | Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4. | Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 5. | Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6. | Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism, (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. |
| 7. | Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 8. | Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

- |     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9.  | Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327~333), regarding labor standards for federally-assisted construction subagreements.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 10. | Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 11. | Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93~205). |
| 12. | Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 13. | Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 14. | Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 15. | Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 16. | Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 17. | Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 18. | Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 19. | Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

As the duly authorized representative of the applicant, I certify:

**Authorized Representative for:** Shasta County  
**Prefix:** Mr.  
**First Name:** David

**Middle Name:**

**Last Name:** Rickert

**Suffix:**

**Title:** County Executive Officer

**Signature of Authorized Certifying Official:** Considered signed upon submission in e-snaps.

**Date Signed:** 09/25/2023

## Information About Submission without Changes

Follow the instructions below making note of the exceptions and limitations to the “Submit Without Changes” process.

In general, HUD expects a project’s proposed project application information will remain the same from year-to-year unless changes are directed by HUD or approved through the grant agreement amendment process. However, HUD expects applicants to carefully review their information to determine if submitting without changes accurately reflects the expiring grant requesting renewal.

The data from previously submitted new and renewal project applications can be imported into a FY 2023 renewal project application. The “Submit without Changes” process is not applicable for first time renewing project applications or for a project application that did not import FY 2022 information and e-snaps will automatically be set to “Make Changes” and all questions on each screen must be updated.

Renewal projects that select “Yes - Individual Application in a Renewal Grant Consolidation” on the Renewal Grant Consolidation or Renewal Grant Expansion Screen may not use the “Submit Without Changes” process and esnaps will automatically be set to “Make Changes”. In addition, esnaps will automatically be set to “Make Changes” if the project applicant indicates on the Renewal Grant Consolidation or Renewal Grant Expansion Screen, this project application is for a “Yes - Stand-Alone Renewal Application in a New Grant Expansion” project application.

The e-snaps screens that remain “open” for required annual updates and do not affect applicants’ ability to select “Submit without Changes” are:

- Recipient Performance Screen
- Consolidation and Expansion
- Screen 3A. Project Detail
- Screen 6A. Funding Request
- Screen 6D. Sources of Match
- Screen 6E. Summary Budget - All of Part 7: Attachments and Certification; and
- All of Part 8: Submission Summary.

All other screens in Part 2 through Part 6 begin in “Read-Only” format and should be reviewed for accuracy; including any updates that were made to the 2021 project during the CoC Post Award Issues and Conditions process or as amended. If all the imported data is accurate and no edits or updates are needed to any screens other than the mandatory screens and questions noted above, project applicants should select “Submit Without Changes” in Part 8. If project applicants imported data and do need to make updates to the information on one or more screens, they must navigate to Part 8: “Submission Without Changes” Screen, select “Make Changes”, and check the box next to each relevant screen title to unlock screens for editing. After project applicants select the screens they intend to edit via checkboxes, click “Save” and those screens will be available for edit. Once a project applicant selects a checkbox and clicks “Save”, the project applicant cannot uncheck the box.

Please refer to the Detailed Instructions and e-snaps navigation guides found on HUD.gov to find more in depth information about applying under the FY 2023 CoC Competition.

## Submission Without Changes

1. Are the requested renewal funds reduced from the previous award due to reallocation? No

2. Do you wish to submit this application without making changes? Please refer to the guidelines below to inform you of the requirements. Make changes

3. Specify which screens require changes by clicking the checkbox next to the name and then clicking the Save button.

<b>Part 2 - Subrecipient Information</b>	
2A. Subrecipients	<input type="checkbox"/>
<b>Part 3 - Project Information</b>	
3A. Project Detail	<input checked="" type="checkbox"/>
3B. Description	<input type="checkbox"/>
3C. Dedicated Plus	<input type="checkbox"/>
<b>Part 4 - Housing Services and HMIS</b>	
4A. Services	<input type="checkbox"/>
4B. Housing Type	<input type="checkbox"/>
<b>Part 5 - Participants and Outreach Information</b>	
5A. Households	<input type="checkbox"/>
5B. Subpopulations	<input type="checkbox"/>
<b>Part 6 - Budget Information</b>	
6A. Funding Request	<input checked="" type="checkbox"/>
6C. Rental Assistance	<input type="checkbox"/>
6D. Match	<input checked="" type="checkbox"/>
6E. Summary Budget	<input checked="" type="checkbox"/>
<b>Part 7 - Attachment(s) &amp; Certification</b>	

7A. Attachment(s)	<input checked="" type="checkbox"/>
7B. Certification	<input checked="" type="checkbox"/>

**You have selected "Make Changes" to question #2 above. Provide a brief description of the changes that will be made to the project information screens (bullets are appropriate):**

Q. 2. Submit Changes is locked so assumptions are being made that there are HUD conditions or grant agreement amendments in process (tPierce 09.24.23)

**You have selected "Make Changes." Once this screen is saved, you will be prohibited from "unchecking" any box that has been checked regardless of whether a change to data on the corresponding screen will be made.**

## Recipient Performance

1. Did you submit your previous year's Annual Performance Report (APR) on time? Yes
  
2. Do you have any unresolved HUD Monitoring or OIG Audit finding(s) concerning any previous grant term related to this renewal project request? No
  
3. Do you draw funds quarterly for your current renewal project? Yes
  
4. Have any funds remained available for recapture by HUD for the most recently expired grant term related to this renewal project request? No

## Renewal Grant Consolidation or Renewal Grant Expansion

The CoC Competition will continue offering opportunities to expand or consolidate CoC projects.

1. Expansions and Consolidations will no longer be required to submit a combined version of the application.

a. Expansions will be required to ONLY submit a Stand-Alone Renewal and a Stand-Alone New application.

b. Consolidations will be required to ONLY submit a Survivor grant and a terminating grant. Up to 10 grants may be involved in a consolidation (Survivor + 9 Terminating grants)

2. Since no combined version will be submitted for either the Expansion or Consolidation, the combining of data will occur at Post-Award. HUD HQ will combine all units, beds and budgets prior to the Post-Award process. The field office and applicant will then be required to combine remaining project data at C1.9a (recipient step). HUD HQ will provide a data report with the data all combined. All that will be required for applicants to do is a simple copy and paste.

We hope this process will simplify and reduce any confusion when submitting expansions or consolidations. If you have any questions, please contact the AAQ.

### 1. Is this renewal project application requesting to consolidate or expand? No

If "No" click on "Next" or "Save & Next" below to move to the next screen.

## 2A. Project Subrecipients

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

Total Expected Sub-Awards: \$0

Organization	Type	Sub-Award Amount
This list contains no items		

### 3A. Project Detail

**1. Expiring Grant Project Identification Number (PIN):** CA1041

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

**2. CoC Number and Name:** CA-516 - Redding/Shasta, Siskiyou, Lassen, Plumas, Del Norte, Modoc, Sierra Counties CoC

**3. CoC Collaborative Applicant Name:** City of Redding

**4. Project Name:** Partners in Housing II 2023

**5. Project Status:** Standard

**6. Component Type:** PH

**6a. Select the type of PH project.** PSH

**7. Is your organization, or subrecipient, a victim service provider defined in 24 CFR 578.3?** No

**8. Does this project include Replacement Reserves as a CoC Operating Cost?** No

(Attachment Requirement)

### 3B. Project Description

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

**1. Provide a description that addresses the entire scope of the proposed project.**

Partners in Housing II will provide tenant rent subsidies for the most vulnerable populations in our community. The subsidies will be available throughout the CoC Continuum reaching the maximum number of people with the most need. While participation in services is not mandatory, program participants will be provided with access to services and support that will enhance their lives and promote housing stability. Community resources may include medical and mental health services, drug and alcohol recovery, financial management, transportation, counseling, employment workshops, and socialization activities. On-site visits monitor living conditions to assist the resident in maintaining the apartment and ensuring compliance with lease requirements. The goal of the program is to create an environment in which program participants gain a greater sense of self-determination, achieve short and long term goals, and experience long term and successful independent living.

**2. Check the appropriate box(s) if this project will have a specific subpopulation focus. (Select all that apply)**

N/A - Project Serves All Subpopulations	<input type="checkbox"/>	Domestic Violence	<input checked="" type="checkbox"/>
Veterans	<input checked="" type="checkbox"/>	Substance Abuse	<input checked="" type="checkbox"/>
Youth (under 25)	<input checked="" type="checkbox"/>	Mental Illness	<input checked="" type="checkbox"/>
Families with Children	<input checked="" type="checkbox"/>	HIV/AIDS	<input checked="" type="checkbox"/>
		Chronic Homeless	<input checked="" type="checkbox"/>
		Other(Click 'Save' to update)	<input type="checkbox"/>

**3. Housing First**

**3a. Does the project quickly move participants into permanent housing** Yes

**3b. Does the project enroll program participants who have the following barriers?**  
 Select all that apply.

Having too little or little income	<input checked="" type="checkbox"/>
Active or history of substance use	<input checked="" type="checkbox"/>
Having a criminal record with exceptions for state-mandated restrictions	<input checked="" type="checkbox"/>
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

**3c. Will the project prevent program participant termination for the following reasons? Select all that apply.**

Failure to participate in supportive services	<input checked="" type="checkbox"/>
Failure to make progress on a service plan	<input checked="" type="checkbox"/>
Loss of income or failure to improve income	<input checked="" type="checkbox"/>
Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

**3d. Does the project follow a "Housing First" approach?** Yes

### 3C. Dedicated Plus

**This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.**

#### Dedicated and DedicatedPLUS

**A "100% Dedicated" project is a permanent supportive housing project that commits 100% of its beds to chronically homeless individuals and families, according to NOFA Section III.3.b.**

**A "DedicatedPLUS" project is a permanent supportive housing project where 100% of the beds are dedicated to serve individuals with disabilities and families in which one adult or child has a disability, including unaccompanied homeless youth, that at a minimum, meet ONE of the following criteria according to NOFA Section III.3.d:**

- (1) experiencing chronic homelessness as defined in 24 CFR 578.3;
- (2) residing in a transitional housing project that will be eliminated and meets the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project;
- (3) residing in a place not meant for human habitation, emergency shelter, or safe haven; but the individuals or families experiencing chronic homelessness as defined at 24 CFR 578.3 had been admitted and enrolled in a permanent housing project within the last year and were unable to maintain a housing placement;
- (4) residing in transitional housing funded by a joint TH and PH-RRH component project and who were experiencing chronic homelessness as defined at 24 CFR 578.3 prior to entering the project;
- (5) residing and has resided in a place not meant for human habitation, a safe haven, or emergency shelter for at least 12 months in the last three years, but has not done so on four separate occasions; or
- (6) receiving assistance through a Department of Veterans Affairs(VA)-funded homeless assistance program and met one of the above criteria at initial intake to the VA's homeless assistance system.

A renewal project where 100 percent of the beds are dedicated in their current grant as described in NOFA Section III.A.3.b. must either become DedicatedPLUS or remain 100% Dedicated. If a renewal project currently has 100 percent of its beds dedicated to chronically homeless individuals and families and elects to become a DedicatedPLUS project, the project will be required to adhere to all fair housing requirements at 24 CFR 578.93. Any beds that the applicant identifies in this application as being dedicated to chronically homeless individuals and families in a DedicatedPLUS project must continue to operate in accordance with Section III.A.3.b. Beds are identified on Screen 4B.

**1. Is this project "100% Dedicated," "DedicatedPLUS," or "N/A"?** DedicatedPLUS  
**(Only select "N/A" if this project was originally awarded as a grant that did not have requirements to only serve persons experiencing chronic homelessness and meets the definition of "non-dedicated permanent supportive housing beds" in the NOFO Section III.C.2.p).**

## 4A. Supportive Services for Program Participants

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

1. For all supportive services available to program participants, indicate who will provide them and how often they will be provided.  
 Click 'Save' to update.

Supportive Services	Provider	Frequency
Assessment of Service Needs	Applicant	Bi-monthly
Assistance with Moving Costs	Non-Partner	As needed
Case Management	Applicant	Bi-monthly
Child Care	Non-Partner	As needed
Education Services	Non-Partner	As needed
Employment Assistance and Job Training	Non-Partner	As needed
Food	Non-Partner	As needed
Housing Search and Counseling Services	Non-Partner	As needed
Legal Services	Non-Partner	As needed
Life Skills Training	Non-Partner	As needed
Mental Health Services	Partner	As needed
Outpatient Health Services	Non-Partner	As needed
Outreach Services	Applicant	Monthly
Substance Abuse Treatment Services	Non-Partner	As needed
Transportation	Non-Partner	As needed
Utility Deposits	Non-Partner	As needed

Identify whether the project includes the following activities:

2. Transportation assistance to program participants to attend mainstream benefit appointments, employee training, or jobs? Yes

3. Annual follow-up with program participants to ensure mainstream benefits are received and renewed? Yes

**4. Do program participants have access to SSI/SSDI technical assistance provided by this project, subrecipient, or partner agency?** No

## 4B. Housing Type and Location

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

The following list summarizes each housing site in the project. To add a housing site to the list, select the icon. To view or update a housing site already listed, select the icon.

Total Units: 20

Total Beds: 21

Total Dedicated CH Beds: 20

Housing Type	Housing Type (JOINT)	Units	Beds
Scattered-site apartments (...)	---	20	21

## 4B. Housing Type and Location Detail

1. **Housing Type:** Scattered-site apartments (including efficiencies)

2. **Indicate the maximum number of units and beds available for program participants at the selected housing site.**

a. **Units:** 20

b. **Beds:** 21

3. **How many beds of the total beds in "2b. Beds" are dedicated to the chronically homeless?** 20

**This includes both the "dedicated" and "prioritized" beds from previous competitions.**

### 4. Address:

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

**Street 1:** 1450 Court St Ste 108

**Street 2:**

**City:** Redding

**State:** California

**ZIP Code:** 96001

5. **Select the geographic area(s) associated with the address:  
(for multiple selections hold CTRL Key)**

069091 Sierra County, 069063 Plumas County,  
069089 Shasta County, 069035 Lassen County,  
069093 Siskiyou County, 069049 Modoc County,  
069015 Del Norte County, 062958 Redding

## 5A. Program Participants - Households

**This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.**

Households	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	0	5	0	5

  

Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Persons over age 24	0	5		5
Persons ages 18-24	0	0		0
Accompanied Children under age 18	0		0	0
Unaccompanied Children under age 18			0	0
<b>Total Persons</b>	0	5	0	5

**Click Save to automatically calculate totals**

## 5B. Program Participants - Subpopulations

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

### Persons in Households with at Least One Adult and One Child

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24										
Persons ages 18-24										
Children under age 18										
<b>Total Persons</b>	0	0	0	0	0	0	0	0	0	0

### Persons in Households without Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24	5					5				
Persons ages 18-24										
<b>Total Persons</b>	5	0	0	0	0	5	0	0	0	0

Click Save to automatically calculate totals

### Persons in Households with Only Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Accompanied Children under age 18										
Unaccompanied Children under age 18										
<b>Total Persons</b>	0			0	0	0	0	0	0	0

## 6A. Funding Request

### VAWA Budget

New in FY2023, the Violence Against Women Act (VAWA) has clarified the use of CoC Program funds for VAWA eligible cost categories. These VAWA cost categories can be added to a new project application to create a CoC VAWA Budget Line Item (BLI) in e-snaps and eLOCCS. The new BLI will be added to grant agreements and utilized the same as other CoC Program BLIs in e-snaps and eLOCCS. Eligible CoC VAWA costs can be identified in one or both of the following CoC VAWA categories. Examples of eligible costs in these cost categories are identified as follows:

A. VAWA Emergency Transfer Facilitation. Examples of eligible costs include the costs of assessing, coordinating, approving, denying, and implementing a survivor's emergency transfer(s). Additional details of eligible costs include:

- Moving Costs. Assistance with reasonable moving costs to move survivors for an emergency transfer(s).
- Travel Costs. Assistance with reasonable travel costs for survivors and their families to travel for an emergency transfer(s). This may include travel costs to locations outside of your CoC's geography.
- Security Deposits. Grant funds can be used to pay for security deposits of the safe unit the survivor is transferring to via an emergency transfer(s).
- Utilities. Grant funds can be used to pay for costs of establishing utility assistance in the safe unit the survivor is transferring to.
- Housing Fees. Grant funds can be used to pay fees associated with getting survivors into a safe unit via emergency transfer(s), including but not limited to application fees, broker fees, holding fees, trash fees, pet fees where the person believes they need their pet to be safe, etc.
- Case Management. Grant funds can be used to pay staff time necessary to assess, coordinate, and implement emergency transfer(s).
- Housing Navigation. Grant funds can be used to pay staff time necessary to identify safe units and facilitate moves into housing for survivors through emergency transfer(s).
- Technology to make an available unit safe. Grant funds can be used to pay for technology that the individual believes is needed to make the unit safe, including but not limited to doorbell cameras, security systems, phone, and internet service when necessary to support security systems for the unit, etc.

B. VAWA Confidentiality Requirements. Examples of eligible costs for ensuring compliance with VAWA confidentiality requirements include:

- Monitoring and evaluating compliance.
- Developing and implementing strategies for corrective actions and remedies to ensure compliance.
- Program evaluation of confidentiality policies, practices, and procedures.
- Training on compliance with VAWA confidentiality requirements.
- Reporting to CoC Collaborative Applicant, HUD, and other interested parties on compliance with VAWA confidentiality requirements.
- Costs for establishing methodology to protect survivor information.
- Staff time associated with maintaining adherence to VAWA confidentiality requirements.

Enter the combined estimated amount(s) you are requesting for this project's Emergency Transfer Facilitation costs and VAWA Confidentiality Requirements costs for one or both of these eligible CoC VAWA cost categories on the summary budget screen. The CoC VAWA BLI Total amount can be expended for any eligible CoC VAWA cost identified above.

1. Will this project use funds from this grant to provide for emergency transfer facilitation, which includes the costs of assessing, coordinating, approving, denying and implementing a survivor's emergency transfer per Section III.B.4.a.(3) (a) of the NOFO? No

2. Will this project use funds from this grant to provide for VAWA confidentiality requirements, which includes the costs of ensuring compliance with the VAWA confidentiality requirements per Section III.B.4.a.(3) (b) of the NOFO? No

3. Does this project propose to allocate funds according to an indirect cost rate? No

4. Renewal Grant Term: This field is pre-populated with a one-year grant term and cannot be edited: 1 Year

5. Select the costs for which funding is requested:

Leased Units	<input type="checkbox"/>
Leased Structures	<input type="checkbox"/>
Rental Assistance	<input checked="" type="checkbox"/>
Supportive Services	<input checked="" type="checkbox"/>
Operating	<input type="checkbox"/>
HMIS	<input type="checkbox"/>
VAWA	<input checked="" type="checkbox"/>

The VAWA BLI is permanently checked. This allows any project to shift funds up to a 10% shift from another BLI if VAWA emergency transfer costs are needed.

## 6C. Rental Assistance Budget

**This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.**

**The following list summarizes the rental assistance funding request for the total term of the project. To add information to the list, select the icon. To view or update information already listed, select the icon.**

<b>Total Request for Grant Term:</b>	\$232,572
<b>Total Units:</b>	20

**The number of beds for which funding has been requested in the Rental Assistance budget is 21.**

Type of Rental Assistance	FMR Area	Total Units Requested	Total Request
PRA	CA - Redding, CA MSA (0608999999)	20	\$232,572

## Rental Assistance Budget Detail

Type of Rental Assistance: PRA

Metropolitan or non-metropolitan fair market rent area: CA - Redding, CA MSA (0608999999)

Does the applicant request rental assistance funding for less than the area's per unit size fair market rents? No

Size of Units	# of Units (Applicant)	FMR Area (Applicant)	HUD Paid Rent (Applicant)	12 Months	Total Request (Applicant)	
SRO		\$626	\$626	12	\$0	
0 Bedroom		\$834	\$834	12	\$0	
1 Bedroom	19	\$954	\$954	12	\$217,512	
2 Bedrooms	1	\$1,255	\$1,255	12	\$15,060	
3 Bedrooms		\$1,783	\$1,783	12	\$0	
4 Bedrooms		\$2,148	\$2,148	12	\$0	
5 Bedrooms		\$2,470	\$2,470	12	\$0	
6 Bedrooms		\$2,792	\$2,792	12	\$0	
7 Bedrooms		\$3,115	\$3,115	12	\$0	
8 Bedrooms		\$3,437	\$3,437	12	\$0	
9 Bedrooms		\$3,759	\$3,759	12	\$0	
<b>Total Units and Annual Assistance Requested</b>					20	\$232,572
<b>Grant Term</b>						1 Year
<b>Total Request for Grant Term</b>						\$232,572

Click the 'Save' button to automatically calculate totals.

Are you requesting a 15 year renewal per section IV.B.3.b. This request is only available for PRA rental assistance projects and 1 year of funding according to the relevant section of the FY 2015 CoC Program Competition NOFA.

## 6D. Sources of Match

The following list summarizes the funds that will be used as Match for this project. To add a Match source to the list, select the  icon. To view or update a Match source already listed, select the  icon.

### Summary for Match

Total Value of Cash Commitments:	\$74,181
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$74,181

1. Will this project generate program income described in 24 CFR 578.97 to use as Match for this project? No

Type	Source	Contributor	Value of Commitments
Cash	Government	State of CA HHIP ...	\$74,181

## Sources of Match Detail

- 1. Type of Match Commitment:** Cash
- 2. Source:** Government
- 3. Name of Source:** State of CA HHIP Fundng  
**(Be as specific as possible and include the office or grant program as applicable)**
- 4. Amount of Written Commitment:** \$74,181

## 6E. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2018 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2018, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

Eligible Costs (Light gray fields are available for entry of the previous grant agreement, GIW, approved GIW Change Form, or reduced by reallocation)	Applicant CoC Program Costs Requested (1 Year Term)
1a. Leased Units (Screen 6B)	\$0
1b. Leased Structures (Enter)	\$0
2. Rental Assistance (Screen 6C)	\$232,572
3. Supportive Services (Enter)	\$37,178
4. Operating (Enter)	\$0
5. HMIS (Enter)	\$0
6. VAWA (Enter)	\$0
7. Sub-total of CoC Program Costs Requested	\$269,750
8. Admin (Up to 10% of Sub-total in #7)	\$26,975
9. HUD funded Sub-total + Admin. Requested	\$296,725
10. Cash Match (From Screen 6D)	\$74,181
11. In-Kind Match (From Screen 6D)	\$0
12. Total Match (From Screen 6D)	\$74,181
13. Total Project Budget for this grant, including Match	\$370,906

## 7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No		
2) Other Attachment	No		
3) Other Attachment	No		

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## Attachment Details

**Document Description:**

## 7B. Certification

**Applicant and Recipient Assurances and Certifications - form HUD-424B (Title)  
U.S. Department of Housing and Urban Development OMB Approval No.  
2501-0017  
(expires 01/31/2026)**

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39. By submitting this form, you are stating that to the best of your knowledge and belief, all assertions are true and correct.

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et.seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4601) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et.seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

**Name of Authorized Certifying Official:** David Rickert

**Date:** 09/25/2023

**Title:** County Executive Officer

**Applicant Organization:** Shasta County

**PHA Number (For PHA Applicants Only):**

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. **WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties.(18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).**

X

## 8B Submission Summary

Page	Last Updated
1A. SF-424 Application Type	09/18/2023
1B. SF-424 Legal Applicant	09/18/2023
1C. SF-424 Application Details	No Input Required

  

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<b>1D. SF-424 Congressional District(s)</b>	09/25/2023
<b>1E. SF-424 Compliance</b>	09/18/2023
<b>1F. SF-424 Declaration</b>	09/18/2023
<b>1G. HUD 2880</b>	09/18/2023
<b>1H. HUD-50070</b>	09/18/2023
<b>1I. Cert. Lobbying</b>	09/18/2023
<b>1J. SF-LLL</b>	09/18/2023
<b>IK. SF-424B</b>	09/18/2023
<b>Submission Without Changes</b>	09/24/2023
<b>Recipient Performance</b>	09/18/2023
<b>Renewal Grant Consolidation or Renewal Grant Expansion</b>	09/18/2023
<b>2A. Subrecipients</b>	No Input Required
<b>3A. Project Detail</b>	09/18/2023
<b>3B. Description</b>	09/18/2023
<b>3C. Dedicated Plus</b>	09/18/2023
<b>4A. Services</b>	09/18/2023
<b>4B. Housing Type</b>	09/18/2023
<b>5A. Households</b>	09/18/2023
<b>5B. Subpopulations</b>	No Input Required
<b>6A. Funding Request</b>	09/18/2023
<b>6C. Rental Assistance</b>	09/18/2023
<b>6D. Match</b>	09/25/2023
<b>6E. Summary Budget</b>	No Input Required
<b>7A. Attachment(s)</b>	No Input Required
<b>7B. Certification</b>	09/21/2023

# HUD Continuum of Care Homeless Assistance Grants Long-Term Supportive Housing Program Rent Subsidies for the Chronically Homeless and Disabled

## Program Policies and Procedures

### 1. Purpose

Shasta County Department of Housing and Community Action Agency was funded through the HUD Continuum of Care Homeless Assistance Grants to provide immediate housing for chronic homeless and disabled. As part of this process, a Continuum of Care system to deliver housing and services to meet the specific needs of people who are homeless is required. This system addresses the physical, economic, and social needs required to promote and increase self-sufficiency. In the case of Shasta County Department of Housing and Community Action Agency rent subsidy programs, HUD provides funding for housing and services to assist chronic homeless and disabled persons in transition from homelessness and enable them to live as independently as possible.

### 2. Definitions

**Chronically Homeless:** Chronically homeless means: (1) A “homeless individual with a disability,” as defined in section 401(9) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(9)), who:

- Lives in a place not meant for human habitation, a safe haven, or in an emergency shelter; **and**
- Has been homeless and living continuously for at least 12 months or on at least 4 separate occasions in the last 3 years, as long as the combined occasions equal at least 12 months and each break in homelessness separating the occasions included at least 7 consecutive nights.
- Stays in institutional care facilities for fewer than 90 days will not constitute as a break in homelessness, but rather such stays are included in the 12-month total, as long as the individual was living or residing in a place not meant for human habitation, a safe haven, or an emergency shelter immediately before entering the institutional care facility; (2) An individual who has been residing in an institutional care facility, including a jail, substance abuse or mental health treatment facility, hospital, or other similar facility, for fewer than 90 days and met all of the criteria in paragraph (1) of this definition, before entering that facility;

#### **Disabling Condition**

- A person shall be considered to have a disability if such person has a physical, mental, or emotional impairment which is expected to be of long-continued and indefinite duration, substantially impedes his or her ability to live independently, and is of such nature that such ability could be improved by more suitable housing conditions.

### 3. Scope

A. Staffing for these programs is located within the Housing Department with collaboration of other community organizations.

B. Activities include:

- accepting referrals from Shasta County Health and Human Services, mental health community service providers, and self-referrals;
- identifying capacity to participate in the Long-Term Supportive Housing Program to receive a rent subsidy;
- conducting site visits, at least quarterly, to evaluate program participant's adjustment to housing encourage service engagement, and assess the capacity for long term independent living;
- conduct unit inspections at least annually to make sure unit remains decent, safe and sanitary;
- maintaining HUD compliant tenant files throughout the tenancy of the client.

### 4. Actions

A. Intake and Processing Procedures

Steps	Responsible Prog/Community Org
1. Client put in Coordinated Entry	Community Org/Case Mgr/Applicant
2. Complete application	Case Manager/Applicant
3. Acquire appropriate verifications and documents	Case Manager/Housing staff/Applicant
4. Review file for completion	Housing Staff
5. Complete 50058	Housing staff
6. Briefing	Housing staff
7. Complete Inspection, Lease and Contract	Inspector/Case Manager/Property Manager or Owner/Applicant/Housing staff
8. Add tenant to HAP	Housing staff
9. Create tenant file and send amendment	Housing staff
10. Annual Recertification/inspection	Housing staff/Inspector

## 5. Policy Base 24 CFR 578.1 – 578.109

- A. Federal legislation dictates that recipients of the Long-Term Supportive Housing Program funds, also receiving a Samaritan Bonus, must serve individuals defined as chronically homeless according to definitions described in item 3 above. As such, individuals considered for participation will be evaluated on a case by case basis.
- a. Partners II program criteria support program participants as follows:
    - (1) assist in the acquisition of decent affordable housing with a supportive service component thereby improving the quality of life in our community;
    - (2) ensure equal opportunity in housing and access to services through the increased awareness of fair housing and supportive services available to the disabled; and,
    - (3) promote active participation of community organizations in the provision of services to the disabled.
  - b. Shasta County Department of Housing and Community Action Agency is a member of the Continuum of Care Council and participates in activities related to the Continuum of Care including Point in Time counts, HMIS, and the development of a Coordinated Entry system. Through the CoC network of community organizations, program participants connect to available resources on an as needed basis to assist with their progress towards self-sufficiency.
  - c. To be eligible to receive assistance under this program an individual must be homeless as meets the definition in this document. Eligibility of those admitted to the program should be determined by obtaining:
    - (1) criminal background checks will be utilized to screen out those applicants with a history of drug trafficking within five years or sex offences within any time frame;
    - (2) signed applications and verifications that contain all information needed to determine eligibility, income, rent and order of selection; and,
    - (3) when appropriate, third party verifications or documentation of expected income, assets, unusual medical expenses, and any other pertinent information.
  - d. Each resident in supportive housing may be required to pay as rent and utilities an amount which may not exceed the highest of 30 percent of the monthly adjusted income in addition to a security deposit as required by the landlord participating in the program.
  - e. Termination of assistance to a participant who violates program/lease requirements will occur only in the most severe cases. Termination of assistance may be terminated through a formal process established as follows:
    - (1) Written notice to the participant containing a clear statement of reasons for termination.

- (2) A review of the decision, in which the participant is given the opportunity to present written or oral objections before a person other than the person who made or approved the terminations decision; and
- (3) Prompt written notice of the final decision to the participant.
- (4) Written notice will include means by which participants may resume assistance, if violations can be rectified.

- f. Other policies related to day-to-day activities inherent to the Partners II program operations will be governed by those procedures currently in place.

## **6. Associated Documents**

Incorporated within these Policies and Procedures are Shasta County Department of Housing and Community Action Agency forms and documents providing relevant information:

- a) **\*\*Briefing Packet\*\***

## **7. List of Documents Maintained in Tenant Files**

- a) Partners II application
- b) Shasta County Department of Housing and Community Action Agency Authorization for the Release of Information
- c) Declaration of Citizenship
- d) Partners II Program Eligibility Release Form
- e) Non-Discrimination Policy
- f) Shasta County Housing and Community Action Agency Family Obligations
- g) Partners II Authorization for the Release (Use or Disclosure) of Protected Health Information
- i) 50058
- j) Income verifications
- k) Bank Statement/assets
- l) Social Security Card
- m) Photo ID
- n) Lease and contract
- o) Inspection check list
- p) amendment forms
- q) Contact log

# HHAP 4 CoC Allocation Budget

NorCal CoC	% of 2022 PIT	CoC Allocations	7 % Admin COR	Joint Project (CoC 51.59% share)	Bal of CoC Funding
Del Norte	25.15%	\$614,128.88	\$42,989.02	\$45,106.55	\$526,033.31
Lassen	5.55%	\$135,586.90	\$9,491.08	\$9,958.59	\$116,137.23
Modoc	0.65%	\$15,951.40	\$1,116.60	\$1,171.60	\$13,663.20
Plumas	7.13%	\$174,136.11	\$12,189.53	\$12,789.95	\$149,156.63
Shasta	43.44%	\$1,060,768.07	\$74,253.76	\$77,911.31	\$908,603.00
Sierra	0.60%	\$14,622.12	\$1,023.55	\$1,073.97	\$12,524.60
Siskiyou	17.47%	\$426,699.94	\$29,869.00	\$31,340.26	\$365,490.68
<b>Total</b>	<b>100.00%</b>	<b>\$2,441,893.41</b>	<b>\$170,932.54</b>	<b>\$179,352.21</b>	<b>\$2,091,608.66</b>
Youth Set Aside 10%		<b>\$244,189.38</b>			

# HHAP 4 Joint Project

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1. Collaborative Applicant
2. CountingUs Application
3. HUD Match
4. United Way of Northern California
  - HMIS
  - Coordinated Entry
5. City of Redding Administrative Entity
6. 7 County PIT/HIC Coordinator

**Total Joint Project \$347,623**





**APPLICANT INFORMATION**

CoC / Large City / County Name:		Applying Jointly? Y/N	
Administrative Entity Name:		Total Allocation	\$ -

**HHAP FUNDING EXPENDITURE PLAN**

ELIGIBLE USE CATEGORY	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	TOTAL
Rapid rehousing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Rapid rehousing: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating subsidies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Operating subsidies: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Street outreach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Street outreach: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Services coordination	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Services coordination: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Systems support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Systems support: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Delivery of permanent housing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Delivery of permanent housing: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prevention and shelter diversion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Prevention and shelter diversion: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interim sheltering	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Interim sheltering: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Shelter improvements to lower barriers and increase privacy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<i>Shelter improvements: youth set-aside</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administrative (up to 7%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL FUNDING ALLOCATION</b>						\$ -
	<b>FY22/23</b>	<b>FY23/24</b>	<b>FY24/25</b>	<b>FY25/26</b>	<b>FY26/27</b>	<b>TOTAL</b>
Youth Set-Aside (at least 10%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

COMMENTS: