

FREQUENTLY ASKED QUESTIONS: County of San Luis Obispo Request for Proposals for California Emergency Solutions and Housing (CESH) & Homeless Emergency Aid Program (HEAP) Grants

General Questions

How do I find the application for CESH/HEAP?

Go to the website: slocounty.ca.gov, navigate to the planning page, under the Housing section you will see 2019 CESH/HEAP link to the application.

Can we use HEAP or CESH to purchase supplies?

CESH may be used to purchase supplies for Coordinated Entry activities, including case management. HEAP may be used to purchase supplies for your eligible project.

California Emergency Solutions and Housing (CESH) Grant

If an organization that is not currently participating in Coordinated Entry wants to apply for CESH, will the new organization need to become a Coordinated Entry location?

It depends. In general, applicants would be expected to create a Coordinated Entry site or to support the Coordinated Entry System. An example of support for the Coordinated Entry System would include an outreach worker that was not stationed at the three existing sites but conducted Coordinated Entry at a partner location on a full or part-time basis, or a prevention, diversion or Rapid Resolution program that was used solely for Coordinated Entry participants.

Programs serving exclusively persons who are victims of domestic violence do not have to participate in the primary Coordinated Entry System but do have to have an equivalent system that uses standardized intake and assessment tools and has a prioritization process for referring persons to available permanent housing (including Rapid Rehousing) based on the level of vulnerability, housing barriers, and length of time homeless.

If I am proposing a Coordinated Entry project, do I need consult with coordinated entry locations? If so, who do I contact?

Yes. Please contact Allison Rustick at arustick@co.slo.ca.us to obtain the contact information for the Coordinated Entry agencies. You do not need their approval to apply, but you are expected to obtain information from them about the current system and, if you are proposing to create a new Coordinated Entry site, you would be expected to use the same standardized intake and assessment tools, referral processes, and release of information forms as the

existing system and to be held to the same low barrier and non-discrimination requirements. You would also need to agree to share certain client-level data with the Coordinated Entry System.

Where will funding come from to help with staffing to assist CE?

Only CESH grants may be used to fund staffing for CE. In addition to intake and assessment activities, CESH funding also may be used to pay for case managers who are providing prevention/diversion assistance or who are providing referrals, housing placement and stabilization assistance to persons who are going through the Coordinated Entry System. The latter activities may include

Can CESH funds be used for prevention/diversion/Rapid Resolution financial assistance?

Yes, if the funds are used only by Coordinated Entry sites, or agencies serving victims of domestic violence where such agencies are carrying out an equivalent system. Also, such uses must be documented consistent with the practices and procedures of the San Luis Obispo County Continuum of Care.

Is there anymore CESH money coming, i.e. will it be renewed?

CESH is one-time funding. While the State could make similar funding available in the future, the County is not aware of any plans to do so at this time, so applicants should not plan for the funding to be continued.

Homeless Emergency Aid Program (HEAP)

What is the minimum amount of HEAP funding available for assisting homeless youth?

\$241,891

If a group was looking at creating a warming center or safe parking, would they need to refer clients to Coordinated Entry sites to be screened, or would they be expected to enter data into HMIS?

In general, any emergency service should have an engagement component and seek to connect persons to Coordinated Entry sites and other assistance as appropriate. Warming Centers are not required to enter client data into HMIS. Safe Parking programs will be asked to enter data into HMIS.

If you are a recuperative care program or similar program that refers clients to Coordinated Entry, can the client's information be captured in your agency's Homeless Management Information System (HMIS)?

If you participate in HMIS and provide services, shelter, or housing to a client, you should capture that client's information in HMIS in most cases. Warming Centers are not required to collect or enter HMIS data, nor are agencies that exclusively serve persons who are fleeing from domestic violence, although all agencies receiving CESH or HEAP funds will be required to collect and report on data as required by the State.

My agency is considering applying for funding for development or rehabilitation. Is there general information available about prevailing wage requirements and how they might apply to my project?

There are separate federal and state rules regarding whether or not a development or rehabilitation project might be subject to prevailing wage laws. Due to the complexity of these rules and the differences in federal and state law, it is recommended that each applicant consult with an attorney or other expert as appropriate to determine whether or not their proposed development or rehabilitation project would be subject to prevailing wage law.

How will capital projects for housing work with Coordinated Entry? What if my other funding sources require me to only serve certain populations or people who meet certain criteria?

Any organization proposing to do housing must agree to only fill the housing with referrals from the Coordinated Entry Master List. If other funding sources require you to only serve persons who meet certain criteria, the Coordinated Entry System may be able to accommodate that requirement, provided that it is consistent with HEAP grant requirements, and local, state, and federal laws. For example, if your Permanent Supportive Housing project were funded in part by a grant that requires you to serve homeless veterans, the Coordinated Entry System could make referrals of the highest scoring homeless veterans.

Does the definition of capital projects include purchase of vehicles under HEAP?

No, capital projects include only real property, such as land or buildings.

Do we have to propose a capital project to be eligible for HEAP assistance?

No.

You suggest that it would be helpful to have letters of support from local government. What if my City Council does not meet until after the application is due?

Letters of support from cities may be submitted until 5:00 p.m. on March 22 to be included in the review of applications by the review committee. The County may also contact local

governments to request additional information as the County's review of the applications proceeds.

If an applicant is proposing a project with other participating agencies that will be subrecipient agencies, is an executed Memorandum of Understanding required at the time of application?

No, but a support letter should be submitted providing confirmation of the subrecipient agency's commitment to provide the services listed in the application.

If an applicant is proposing a capital project and wants to include a letter of support from the jurisdiction in which the project is located, is there anything in particular that the letter should address?

It would be helpful if the letter addressed the following:

- the timeline for the permitting process for the project (if permits are needed)
- whether the project is consistent with the City's General Plan (for projects in an incorporated city)
- any financial or other commitments from the City for the proposed project, or votes of support or if the City has otherwise taken a position on the proposed activities

Please Note: The County will allow letters of support to be submitted from local jurisdictions until noon on March 22, 2019. This is the only part of an application that may be submitted after the March 19 deadline. Letters of support submitted by local jurisdictions after 9 a.m. on March 19 must be submitted via email to Allison Rustick (arustick@co.slo.ca.us).

Where do I submit the applications?

Submit application to Allison Rustick, Department of Social Services. Applications may be submitted digitally or as a hard copy to the locations below:

- 1) Digital Copy- email to arustick@co.slo.ca.us
Subject line: HEAP/CESH Proposal- (Applicant Name)

- 2) Hard Copies- Mail or Drop-off
Attn: Allison Rustick
Department of Social Services
3433 S. Higuera St.
San Luis Obispo, CA 93403