

Before Starting the CoC Application

The CoC Consolidated Application is made up of three parts: the CoC Application, the Project Listing, and the Project Applications. The Collaborative Applicant is responsible for submitting two of these sections. In order for the CoC Consolidated Application to be considered complete, each of these two sections **REQUIRES SUBMISSION**:

- CoC Application
- Project Listing

Please Note:

- Review the FY2013 CoC Program NOFA in its entirety for specific application and program requirements.
- Use the CoC Application Detailed Instructions while completing the application in e-snaps. The detailed instructions are designed to assist applicants as they complete the application forms in e-snaps.
- As a reminder, CoCs are not able to import data from the 2012 application due to significant changes to the CoC Application questions. All parts of the application must be fully completed.
- All questions marked with an asterisk (*) are mandatory and must be completed in order to submit the application.

For Detailed Instructions click [here](#).

1A. Continuum of Care (CoC) Identification

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

1A-1 CoC Name and Number: CA-603 - Santa Maria/Santa Barbara County CoC

1A-2 Collaborative Applicant Name: County of Santa Barbara

1A-3 CoC Designation: CA

1B. Continuum of Care (CoC) Operations

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

1B-1 How often does the CoC conduct meetings of the full CoC membership? Quarterly

1B-2 How often does the CoC invite new members to join the CoC through a publicly available invitation? Monthly

1B-3 Does the CoC include membership of a homeless or formerly homeless person? Yes

1B-4 For members who are homeless or formerly homeless, what role do they play in the CoC membership? Outreach, Advisor, Community Advocate
Select all that apply.

1B-5 Does the CoC’s governance charter incorporate written policies and procedures for each of the following:

| | |
|---|-----|
| 1B-5.1 Written agendas of CoC meetings? | Yes |
| 1B-5.2 Centralized or Coordinated Assessment System? | No |
| 1B-5.3 Process for Monitoring Outcomes of ESG Recipients? | Yes |
| 1B-5.4 CoC policies and procedures? | No |
| 1B-5.5 Written process for board selection? | No |
| 1B-5.6 Code of conduct for board members that includes a recusal process? | No |
| 1B-5.7 Written standards for administering assistance? | No |

1C. Continuum of Care (CoC) Committees

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

1C-1 Provide information for up to five of the most active CoC-wide planning committees, subcommittees, and/or workgroups, including a brief description of the role and the frequency of meetings. Collaborative Applicants should only list committees, subcommittees and/or workgroups that are directly involved in CoC-wide planning, and not the regular delivery of services.

| | Name of Group | Role of Group (limit 750 characters) | Meeting Frequency | Names of Individuals and/or Organizations Represented |
|--------|----------------------------|---|-------------------|---|
| 1C-1.1 | C3H Coordination Committee | The Coordination Committee of the Central Coast Collaborative on Homelessness (C3H) describes itself as the "air traffic controller" of the planning and service delivery system for the Santa Barbara Continuum of Care. It functions as the nerve center, receiving policy input from the Policy Council, and information on resources and their allocation from providers serving on the Housing, Shelter & Treatment Committee. The Coordination Committee evaluates proposals for funding taking into account past performance meeting HUD and the Continuum's goals, and remaining sensitive to the uneven challenges faced by various sub-populations. | Monthly | homeless services agencies, local government officials, PHA |
| 1C-1.2 | C3H Policy Council | The C3H Policy Council is composed of public elected officials representing all parts of the County of Santa Barbara. The Policy Council oversees the development of the Continuum and provides vision and perspective to the Coordination Committee. The Policy Council considers how current policies and practices either promote or inhibit efforts to reduce and end homelessness. The Policy Council receives quarterly briefings from each of the C3H standing committees, and it relies upon this data as it analyzes policy proposals that come before it. Committee meetings are web-cast to a number of locations throughout the County. | Quarterly | elected local government officials |

| | | | | |
|--------|--|--|-----------|--|
| 1C-1.3 | C3H Data, Performance & Evaluation Committee | The Data, Performance and Evaluation Committee of C3H brings together parties knowledgeable in data-base management as well as systems and program evaluation including outcome measurements. This committee is responsible for the annual Point-in-Time count and the administration of a Vulnerability Index. This committee also works with the HMIS Administrator to consider ways to improve the system, looking at both input and output factors. The Central Coast Collaborative on Homelessness (C3H) is itself premised on an approach to addressing the problem of homelessness using best practices and measuring impact as a regular part of service delivery. | Quarterly | local government officials and homeless services providers |
| 1C-1.4 | C3H Housing, Shelter & Treatment Committee | The C3H Housing, Shelter and Treatment Committee is responsible for coordination among service and housing providers so that redundancies and gaps are identified and either eliminated or enhanced. This is the committee that is closest to the everyday work of the public and private agencies. It monitors institutional discharge practices and monitors the implementation of the 10-year plan. The CoC project review panel is composed of persons involved on the work of this committee. | Monthly | local government officials and homeless services providers, education authorities, law enforcement |
| 1C-1.5 | | | | |

1C-2 Describe how the CoC considers the full range of opinions from individuals or organizations with knowledge of homelessness or an interest in preventing and ending homelessness in the geographic area when establishing the CoC-wide committees, subcommittees, and workgroups. (limit 750 characters)

The SB Continuum of Care is transparent, posting agendas of meetings and conducting all meetings in public. The CoC has established geographical representation through its Policy Council that includes nine public elected officials, two from the County Board of Supervisors and the balance representing both large and small cities. Other committees include representatives of social service providers, housing developers, business persons, homeless and formerly homeless persons, and other interested persons. The Central Coast Collaborative on Homelessness (C3H) Housing, Shelter, and Treatment Committee implements policy recommendations and it solicits the opinions of the range of parties involved in the provision of services.

1D. Continuum of Care (CoC) Project Review, Ranking, and Selection

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

1D-1 Describe the specific ranking and selection process the CoC uses to make decisions regarding project application review and selection, based on objective criteria. Written documentation of this process must be attached to the application along with evidence of making the information publicly available. (limit 750 characters)

The Community Services Department issues a RFP consistent with the HUD NOFA including the goals of Opening Doors. Renewal applications are evaluated by a consultant who creates a performance matrix based on APRs. The review committee (composed of members from H3C) uses the matrix to decide which renewal projects should be fully funded. Renewal projects with more equivocal performance are given additional scrutiny and project sponsors meet with the reviewers to address concerns. Once the committee has decided the fate of these projects, new projects are considered. New projects are evaluated separately and funded from what is available after the renewal process. Once all projects have been approved, the committee ranks them based upon performance and local need.

1D-2 Describe how the CoC reviews and ranks projects using periodically collected data reported by projects, conducts analysis to determine each project's effectiveness that results in participants rapid return to permanent housing, and takes into account the severity of barriers faced by project participants. Description should include the specific data elements and metrics that are reviewed to do this analysis. (limit 1000 characters)

The review committee relies upon APR data compiled and evaluated by a consultant. The analysis incorporates HUD outcome measures: duration of tenancy in permanent supportive housing, percentage of transitions to permanent housing, and increase in incomes through earnings and public benefits. The review takes into account additional criteria: 1) cost per client/bed; 2) overall program costs to achieve outcome goals; 3) turnover rate in both permanent and transitional housing projects; and 4) utilization rate. In addition to analyzing APRs, the committee considers data extracted from the HMIS to take into account the variable acuties of populations so that programs for hard-to-serve populations are not unfairly disadvantaged. The HMIS is also relied upon to differentiate programs relative to the quality of data provided.

1D-3 Describe the extent in which the CoC is open to proposals from entities that have not previously received funds in prior Homeless Assistance Grants competitions. (limit 750 characters)

The CoC regularly solicits applications from not-for-profit and local government agencies. The availability of funds is announced in a Request for Proposals that is disseminated throughout the county at planning meetings. It is also posted on the website maintained by the Santa Barbara Community Services Department. All prior RFPs (including the one for the 2013 and 2014 program years) make provisions for new programs and over the past few years a number of new agencies have submitted successful applications for CoC funding. This year continues the trend as the CoC has reallocated an expiring grant to develop new supportive housing.

1D-4 On what date did the CoC post on its website all parts of the CoC Consolidated Application, including the Priority Listings with ranking information and notified project applicants and stakeholders the information was available? Written documentation of this notification process (e.g., evidence of the website where this information is published) must be attached to the application. 01/17/2014

1D-5 If there were changes made to the ranking after the date above, what date was the final ranking posted?

1D-6 Did the CoC attach the final GIW approved by HUD either during CoC Registration or, if applicable, during the 7-day grace period following the publication of the CoC Program NOFA without making changes? Yes

1D-6.1 If no, briefly describe each of the specific changes that were made to the GIW (without HUD approval) including any addition or removal of projects, revisions to line item amounts, etc. For any projects that were revised, added, or removed, identify the applicant name, project name, and grant number. (limit 1000 characters)

1D-7 Were there any written complaints received by the CoC in relation to project review, project selection, or other items related to 24 CFR 578.7 or 578.9 within the last 12 months? No

1D-7.1 If yes, briefly describe the complaint(s), how it was resolved, and the date(s) in which it was resolved. (limit 750 characters)

1E. Continuum of Care (CoC) Housing Inventory

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

**1E-1 Did the CoC submit the 2013 HIC data in Yes
the HDX by April 30, 2013?**

2A. Homeless Management Information System (HMIS) Implementation

Intructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2A-1 Describe how the CoC ensures that the HMIS is administered in compliance with the CoC Program interim rule, conformance with the 2010 HMIS Data Standards and related HUD Notices. (limit 1000 characters)

The Santa Barbara HMIS is administered by the County’s Community Services Department which assigns a full-time program analyst to implement the system consistent with HUD regulations. This analyst has received comprehensive training on HUD HMIS requirements and the functionality of the system relative to client tracking, reporting, and evaluating program effectiveness. Each year he attends at least one training on HMIS compliance. The County recently purchased ServicePoint software from Bowman Systems to improve the overall functionality of the HMIS. ServicePoint is compliant with the 2010 HUD standards and HIPAA standards and it provides downloadable updates to keep the system in compliance and relevant to HUD reporting requirements.

2A-2 Does the governance charter in place between the CoC and the HMIS Lead include the most current HMIS requirements and outline the roles and responsibilities of the CoC and the HMIS Lead? If yes, a copy must be attached.

Yes

2A-3 For each of the following plans, describe the extent in which it has been developed by the HMIS Lead and the frequency in which the CoC has reviewed it: Privacy Plan, Security Plan, and Data Quality Plan. (limit 1000 characters)

The continuum has an HMIS Policies and Procedures and Security Plan in draft. Work on this plan began in mid-2013 and the draft manual was ready by November 30, 2013. The manual includes sections addressing the following elements: privacy, security, and data quality. The preparation of the manual has been undertaken by an ad hoc committee headed by the HMIS System Administrator and composed of representatives of homeless services agencies, local government (County ADMHS, Community Services, etc.), legal aid, and the philanthropic sector. The manual was prepared based on all current HUD Standards and the 2011 HEARTH Proposed Rule. A handful of elements need to be included in the manual before the manual is complete. The CoC anticipates this to be done by May 1. It will then go to the C3H Coordination Committee for review and approval. The CoC expects the HMIS manual to be made official by June, 2014. The draft includes a mandatory annual review of the manual.

2A-4 What is the name of the HMIS software selected by the CoC and the HMIS Lead? ServicePoint
Applicant will enter the HMIS software name (e.g., ABC Software).

2A-5 What is the name of the HMIS vendor? Bowman Systems
Applicant will enter the name of the vendor (e.g., ESG Systems).

2A-6 Does the CoC plan to change the HMIS software within the next 18 months? No

2B. Homeless Management Information System (HMIS) Funding Sources

2B-1 Select the HMIS implementation coverage area: Single CoC

2B-2 Select the CoC(s) covered by the HMIS: (select all that apply) CA-603 - Santa Maria/Santa Barbara County CoC

2B-3 In the chart below, enter the amount of funding from each funding source that contributes to the total HMIS budget for the CoC.

2B-3.1 Funding Type: Federal - HUD

| Funding Source | Funding |
|-------------------------------------|------------------|
| CoC | \$169,050 |
| ESG | \$0 |
| CDBG | \$0 |
| HOME | \$0 |
| HOPWA | \$0 |
| Federal - HUD - Total Amount | \$169,050 |

2B-3.2 Funding Type: Other Federal

| Funding Source | Funding |
|---|------------|
| Department of Education | \$0 |
| Department of Health and Human Services | \$0 |
| Department of Labor | \$0 |
| Department of Agriculture | \$0 |
| Department of Veterans Affairs | \$0 |
| Other Federal | \$0 |
| Other Federal - Total Amount | \$0 |

2B-3.3 Funding Type: State and Local

| Funding Source | Funding |
|---------------------------------------|------------|
| City | \$0 |
| County | \$0 |
| State | \$0 |
| State and Local - Total Amount | \$0 |

2B-3.4 Funding Type: Private

| Funding Source | Funding |
|-------------------------------|------------|
| Individual | \$0 |
| Organization | \$0 |
| Private - Total Amount | \$0 |

2B-3.5 Funding Type: Other

| Funding Source | Funding |
|-----------------------------|------------|
| Participation Fees | \$0 |
| Other - Total Amount | \$0 |

| | |
|---|------------------|
| 2B-3.6 Total Budget for Operating Year | \$169,050 |
|---|------------------|

2B-4 How was the HMIS Lead selected by the CoC? Agency was Appointed

2B-4.1 If other, provide a description as to how the CoC selected the HMIS Lead. (limit 750 characters)

N/A

2C. Homeless Management Information System (HMIS) Bed Coverage

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2C-1 Indicate the HMIS bed coverage rate (%) for each housing type within the CoC. If a particular housing type does not exist anywhere within the CoC, select "Housing type does not exist in CoC" from the drop-down menu:

| | |
|---|------------------------------------|
| * Emergency shelter | 65-75% |
| * Safe Haven (SH) beds | Housing type does not exist in CoC |
| * Transitional Housing (TH) beds | 65-75% |
| * Rapid Re-Housing (RRH) beds | 86%+ |
| * Permanent Supportive Housing (PSH) beds | 0-50% |

2C-2 How often does the CoC review or assess its HMIS bed coverage? Annually

2C-3 If the bed coverage rate for any housing type is 64% or below, describe how the CoC plans to increase this percentage over the next 12 months. (limit 1000 characters)

The CoC will work with the Housing Authority of the County of Santa Barbara to expand HMIS participation to its VASH program. This one program accounts for 30% of the non-participating PSH beds (110/365). Specifically, the CoC will provide training and technical assistance to the providers and it will use these occasions to impress upon them the community's need for timely and accurate data. This approach has been effective in the past in integrating housing providers in the HMIS.

2C-4 If the Collaborative Applicant indicated that the bed coverage rate for any housing type was 64% or below in the FY2012 CoC Application, describe the specific steps the CoC has taken to increase this percentage. (limit 750 characters)

The 2012 CoC plan indicated that the HMIS System Administrator would conduct targeted outreach to large service agencies assisting homeless populations. The SA has done this, explaining the importance of HMIS data to the continuum's planning activities to two faith-based organizations operating transitional housing. These were not the first conversations on HMIS participation. In addition, eight agencies providing permanent supportive housing are now participating in HMIS owing to the technical assistance provided by the SA.

2D. Homeless Management Information System (HMIS) Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2D-1 For each housing type, indicate the average length of time project participants remain in housing. If a housing type does not exist in the CoC, enter "0".

| Type of Housing | Average Length of Time in Housing |
|------------------------------|-----------------------------------|
| Emergency Shelter | 101 |
| Transitional Housing | 5 |
| Safe Haven | 0 |
| Permanent Supportive Housing | 5 |
| Rapid Re-housing | 8 |

2D-2 Indicate the percentage of unduplicated client records with null or missing values on a day during the last 10 days of January 2013 for each Universal Data Element listed below.

| Universal Data Element | Percentage |
|------------------------------------|------------|
| Name | 9% |
| Social security number | 20% |
| Date of birth | 11% |
| Ethnicity | 18% |
| Race | 21% |
| Gender | 11% |
| Veteran status | 21% |
| Disabling condition | 16% |
| Residence prior to program entry | 22% |
| Zip Code of last permanent address | 33% |
| Housing status | 21% |
| Head of household | 5% |

2D-3 Describe the extent in which HMIS generated data is used to generate HUD required reports (e.g., APR, CAPER, etc.). (limit 1000 characters)

The CoC relies heavily upon the Santa Barbara HMIS in the preparation of required reports as well as for program evaluation. The SA uses the data-base exclusively to prepare the following reports:

APR: providers use HMIS almost exclusively to prepare this report

Homeless Inventory Chart (HIC): this data is used for HDX purposes

CAPER: HMIS data is extracted for municipalities as they prepare this report

ConPlan: the SA provides HMIS data to the entitlement jurisdictions so that they may complete the many reports related to CDBG and HOME.

2D-4 How frequently does the CoC review the data quality in the HMIS of program level data? Quarterly

2D-5 Describe the process through which the CoC works with the HMIS Lead to assess data quality. Include how the CoC and HMIS Lead collaborate, and how the CoC works with organizations that have data quality challenges. (Limit 1000 characters)

CoC agencies interface with the HMIS coordinator through one-on-one technical assistance and regularly scheduled trainings. The HMIS coordinator pulls reports monthly to identify records with null or seemingly erroneous values in need of validation. The coordinator provides these reports to the agencies with a request that they review their entries and edit them as necessary. Up until this year planning for the CoC was undertaken by the Community Services Department, the same entity that administers the HMIS. This has meant that coordination is seamless. This connection is undergoing change as some of the planning for the CoC is now the responsibility of the C3H. Agencies having challenges in inputting accurate and timely data meet with the coordinator who discusses the issues with the agency head and together they identify the source of the problem. As a result of this program review, the coordinator schedules whatever additional TA or training needed.

2D-6 How frequently does the CoC review the data quality in the HMIS of client-level data? Quarterly

2E. Homeless Management Information System (HMIS) Data Usage and Coordination

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2E-1 Indicate the frequency in which the CoC uses HMIS data for each of the following activities:

| | |
|--|----------|
| * Measuring the performance of participating housing and service providers | Annually |
| * Using data for program management | Monthly |
| * Integration of HMIS data with data from mainstream resources | Never |
| * Integration of HMIS data with other Federal programs (e.g., HHS, VA, etc.) | Never |

2F. Homeless Management Information System (HMIS) Policies and Procedures

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2F-1 Does the CoC have a HMIS Policy and Procedures Manual? If yes, the HMIS Policy and Procedures Manual must be attached. Yes

2F-1.1 What page(s) of the HMIS Policy and Procedures Manual or governance charter includes the information regarding accuracy of capturing participant entry and exit dates in HMIS? (limit 250 characters)

Pages 18 and 19. Please note that the manual is in draft form.

2F-2 Are there agreements in place that outline roles and responsibilities between the HMIS Lead and the Contributing HMIS Organizations (CHOs)? Yes

2G. Continuum of Care (CoC) Sheltered Homeless Point-in-Time (PIT) Count

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2G-1 Indicate the date of the most recent sheltered point-in-time count (mm/dd/yyyy): 01/22/2013

2G-2 If the CoC conducted the sheltered point-in-time count outside of the last 10 days of January 2013, was an exception granted by HUD? Not Applicable

2G-3 Enter the date the CoC submitted the sheltered point-in-time count data in HDX: 04/30/2013

2G-4 Indicate the percentage of homeless service providers supplying sheltered point-in-time data:

| Housing Type | Observation | Provider Shelter | Client Interview | HMIS |
|----------------------|-------------|------------------|------------------|------|
| Emergency Shelters | | | 100% | |
| Transitional Housing | | | 100% | |
| Safe Havens | | | 100% | |

2G-5 Comparing the 2012 and 2013 sheltered point-in-time counts, indicate if there was an increase, decrease, or no change and then describe the reason(s) for the increase, decrease, or no change. (Limit 750 characters)

The 2013 PIT counted 904 sheltered persons compared with 678 in 2012. This increase of 226 (33.33%) was variable. There were 28 fewer persons in emergency shelters (- 6%), but 254 more in transitional housing, a growth of (142%). Most of the increase in TH was of individuals (n=165, 172%), but "family" households also grew (n= 89, 107%). Because of variation in the annual counts, the CoC "smoothed" the differences by looking at change over a 3-year average. In this way the base drops to 804, reducing growth to 100 persons and lowering the growth rate to 12%. The SB CoC accounts for the growth in the sheltered population as a consequence of Common Ground having included programs in the count that had been excluded by the CoC as not clearly serving a homeless population.

2H. Continuum of Care (CoC) Sheltered Homeless Point-in-Time (PIT) Count: Methods

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

*** 2H-1 Indicate the method(s) used to count sheltered homeless persons during the 2013 point-in-time count:**

| | |
|-------------------|-------------------------------------|
| Survey providers: | <input checked="" type="checkbox"/> |
| HMIS: | <input type="checkbox"/> |
| Extrapolation: | <input type="checkbox"/> |
| Other: | <input type="checkbox"/> |

2H-2 If other, provide a detailed description. (limit 750 characters)

2H-3 For each method selected, including other, describe how the method was used to ensure that the data collected on the sheltered homeless population during the 2013 point-in-time count was accurate. (limit 750 characters)

Survey providers: sheltered persons were both enumerated and asked to complete a survey administered by a trained volunteer. The CoC has confidence regarding the enumeration because every household in emergency shelter or a transitional housing program was included in the count. Because there was not a major shift between 2012 and 2013 counts (a difference of just 4%) Common ground has reasonable assurance that there is not a fundamental flaw in the enumeration.

2I. Continuum of Care (CoC) Sheltered Homeless Point-in-Time (PIT) Count: Data Collection

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

*** 2I-1 Indicate the methods used to gather and calculate subpopulation data for sheltered homeless persons:**

HMIS:

HMIS plus extrapolation:

Sample of PIT interviews plus extrapolation:

Sample strategy:
(if Sample of PIT interviews plus extrapolation is selected)

Provider expertise:

Interviews:

Non-HMIS client level information:

Other:

**2I-2 If other, provide a detailed description.
(limit 750 characters)**

**2I-3 For each method selected, including other, describe how the method was used to ensure that the data collected on the sheltered homeless population count during the 2013 point-in-time count was accurate.
(limit 750 characters)**

Trained volunteer enumerators visited every shelter and transitional housing program in the county to count participants and to administer a survey. The primary purpose of the survey was to identify vulnerable homeless persons. The survey instrument was comprehensive and included demographic and biographic questions that identify each of the relevant homeless sub-populations. Because 100% of shelters were visited by trained volunteers the CoC has confidence that the survey is valid. Surveys were completed for 84% of all sheltered homeless persons. Whenever possible surveyors relied upon self-reports to determine if a person should be counted in one sub-population or another.

2J. Continuum of Care (CoC) Sheltered Homeless Point-in-Time Count: Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

*** 2J-1 Indicate the methods used to ensure the quality of the data collected during the sheltered point-in-time count:**

| | |
|---------------------------|-------------------------------------|
| Training: | <input checked="" type="checkbox"/> |
| Follow-up | <input type="checkbox"/> |
| HMIS: | <input type="checkbox"/> |
| Non-HMIS de-duplication : | <input type="checkbox"/> |
| Other: | <input type="checkbox"/> |

2J-2 If other, provide a detailed description. (limit 750 characters)

2J-3 For each method selected, including other, describe how the method was used to ensure that the data collected on the sheltered homeless population count during the 2013 point-in-time count was accurate. (limit 750 characters)

Common Ground (which organized the enumeration) recruited roughly 650 volunteers who were trained at one of a number of locations throughout the county. The curriculum covered a number of topics including: how to use the survey instrument, definition of homelessness, chronic homelessness, how to establish rapport, and the relevant sub-populations to be identified and counted. The training also addressed how to administer the survey to persons willing to briefly discuss their lives. Because of the large number of trained volunteer enumerators/surveyors, on average each completed fewer than two surveys.

2K. Continuum of Care (CoC) Unsheltered Homeless Point-in-Time (PIT) Count

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2K-1 Indicate the date of the most recent unsheltered point-in-time count: 01/22/2013

2K-2 If the CoC conducted the unsheltered point-in-time count outside of the last 10 days of January 2013, was an exception granted by HUD? Not Applicable

2K-3 Enter the date the CoC submitted the unsheltered point-in-time count data in HDX: 04/30/2013

2K-4 Comparing the 2013 unsheltered point-in-time count to the last unsheltered point-in-time count, indicate if there was an increase, decrease, or no change and describe the specific reason(s) for the increase, decrease, or no change. (limit 750 characters)

Between 2011 and 2013 the unsheltered homeless population increased by 110 persons (978 vs.. 868), or 13%. The increase was mostly among households with children (69) which grew at a rate of 160%. The number of single-person households grew by 42 persons, or 5%. The enumeration method was identical in 2011 and 2013, so the CoC does not attribute the growth to a counting error. One possible factor that may account for the increase is the extremely tight rental market in SB. With a vacancy rate of less than 1% all extremely low income households are at great risk of homelessness. Vacancies track rents and which have increased since the housing recovery making it increasingly difficult for a household to regain a foothold in the housing market.

2L. Continuum of Care (CoC) Unsheltered Point-in-Time Count: Methods

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

*** 2L-1 Indicate the methods used to count unsheltered homeless persons during the 2013 point-in-time count:**

| | |
|--|-------------------------------------|
| Public places count: | <input checked="" type="checkbox"/> |
| Public places count with interviews on the night of the count: | <input checked="" type="checkbox"/> |
| Public places count with interviews at a later date: | <input type="checkbox"/> |
| Service-based count: | <input type="checkbox"/> |
| HMIS: | <input type="checkbox"/> |
| Other: | <input type="checkbox"/> |

2L-2 If other, provide a detailed description. (limit 750 characters)

2L-3 For each method selected, including other, describe how the method was used to ensure that the data collected on the unsheltered homeless population during the 2013 point-in-time count was accurate. (limit 750 characters)

650 trained volunteers went as teams to count and survey homeless persons. Enumerators were trained to identify and count homeless persons and to administer a survey (as possible). To improve accuracy, enumerators were instructed to confer before imputing a person as being homeless. The large number of volunteers meant that each had to complete no more than two surveys on-average. This facilitated the rapid completion of the enumeration and led to a strong response relative to the surveys (76%). To reduce over-counting, the enumeration was conducted at night and the enumeration areas were kept small. Also, before being interviewed each homeless person was asked if he had already been asked the questions.

2M. Continuum of Care (CoC) Unsheltered Homeless Point-in-Time Count: Level of Coverage

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

2M-1 Indicate where the CoC located unsheltered homeless persons during the 2013 point-in-time count: Known Locations

2M-2 If other, provide a detailed description. (limit 750 characters)

2N. Continuum of Care (CoC) Unsheltered Homeless Point-in-Time Count: Data Quality

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

*** 2N-1 Indicate the steps taken by the CoC to ensure the quality of the data collected for the 2013 unsheltered population count:**

| | |
|-------------------------|---|
| Training: | X |
| "Blitz" count: | X |
| Unique identifier: | |
| Survey question: | X |
| Enumerator observation: | X |
| Other: | |

2N-2 If other, provide a detailed description. (limit 750 characters)

2N-3 For each method selected, including other, describe how the method was used to reduce the occurrence of counting unsheltered homeless persons more than once during the 2013 point-in-time count. In order to receive credit for any selection, it must be described here. (limit 750 characters)

Training: to establish uniformity as regards definitions, use of the survey, and establishing rapport

Blitz count: to minimize an over-count due to persons migrating from one area to another during the enumeration. 650 volunteers were trained on enumeration and interview techniques and assigned to teams.

Survey question: used to identify sub-populations and chronic households. The survey also provided demographic and biographical characteristics (e.g. veteran status, length of homelessness).

Enumerator observation: used to identify and count homeless persons. The training helped enumerators use consistent definitions of homelessness. Enumerators were asked to confer with their teammate before making an imputation of homelessness.

3A. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 1: Increase Progress Towards Ending Chronic Homelessness

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In FY 2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP). The first goal in Opening Doors is to end chronic homelessness by 2015. Creating new dedicated permanent supportive housing beds is one way to increase progress towards ending homelessness for chronically homeless persons. Using data from Annual Performance Reports (APR), HMIS, and the 2013 housing inventory count, complete the table below.

3A-1.1 Objective 1: Increase Progress Towards Ending Chronic Homelessness

| | Proposed in 2012 CoC Application | 2013 Actual Numeric Achievement and Baseline | 2014 Proposed Numeric Achievement | 2015 Proposed Numeric Achievement |
|---|--|---|---|---|
| 3A-1.1a For each year, provide the total number of CoC-funded PSH beds not dedicated for use by the chronically homeless that are available for occupancy. | | 169 | 161 | 140 |
| 3A-1.1b For each year, provide the total number of PSH beds dedicated for use by the chronically homeless. | 181 | 189 | 197 | 218 |
| 3A-1.1c Total number of PSH beds not dedicated to the chronically homeless that are made available through annual turnover. | | 48 | 46 | 43 |
| 3A-1d Indicate the percentage of the CoC-funded PSH beds not dedicated to the chronically homeless made available through annual turnover that will be prioritized for use by the chronically homeless over the course of the year. | | 15% | 45% | 66% |
| 3A-1.1e How many new PSH beds dedicated to the chronically homeless will be created through reallocation? | | 8 | 21 | 29 |

3A-1.2 Describe the CoC's two year plan (2014-2015) to increase the number of permanent supportive housing beds available for chronically homeless persons and to meet the proposed numeric goals as indicated in the table above. Response should address the specific strategies and actions the CoC will take to achieve the goal of ending chronic homelessness by the end of 2015. (limit 1000 characters)

The SB CoC is committed to eliminating chronic homelessness, but it is concerned it lacks sufficient resources to achieve this goal by 2015. Based upon survey data, the most recent PIT identified 693 individuals as chronically homeless. This number is just shy of 50% of all homeless persons. Plans are underway to transform the service-delivery culture and encourage providers to set-aside supportive housing beds for chronically homeless persons. Some units will become available by moving current residents to Section 8. Each exit from a CoC-funded bed makes the resource available to a new (formerly) homeless resident. The Continuum has begun discussions on the viability of "housing first" since community-based supportive services are at a premium. As resources to provide services are identified and secured, the CoC expects to see more chronic homeless persons housed through this method. The Continuum expects to house 21 persons this way in 2014 and 29 in 2015.

3A-1.3 Identify by name the individual, organization, or committee that will be responsible for implementing the goals of increasing the number of permanent supportive housing beds for persons experiencing chronic homelessness. (limit 1000 characters)

The Housing, Shelter and Treatment Committee of C3H has the chief responsibility to implement the strategy to end chronic homelessness (in part, through the reallocation of resources). Among other matters, this Committee meets monthly to discuss strategies on developing new supportive housing and the requisite services to support stable tenancies. This Committee has considered a number of strategies to end chronic homelessness like prioritizing beds for chronic homeless persons. The committee will continue to identify and implement approaches that will make a difference toward this end. In particular early in 2014 it will put on its agenda a discussion of how existing programs may be adapted to serve a chronic homeless population.

3A. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 2: Increase Housing Stability

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In FY2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP). Achieving housing stability is critical for persons experiencing homelessness. Using data from Annual Performance Reports (APR), complete the table below.

3A-2.1 Does the CoC have any non-HMIS projects for which an APR should have been submitted between October 1, 2012 and September 30, 2013? Yes

3A-2.2 Objective 2: Increase Housing Stability

| | 2013 Actual Numeric Achievement and Baseline | 2014 Proposed Numeric Achievement | 2015 Proposed Numeric Achievement |
|--|--|-----------------------------------|-----------------------------------|
| 3A-2.2a Enter the total number of participants served by all CoC-funded permanent supportive housing projects as reported on APRs submitted during the period between October 1, 2012 and September 30, 2013: | 200 | 210 | 225 |
| 3A-2.2b Enter the total number of participants that remain in CoC-funded PSH projects at the end of the operating year PLUS the number of participants that exited from all CoC-funded permanent supportive housing projects to a different permanent housing destination. | 150 | 170 | 185 |
| 3A-2.2c Enter the percentage of participants in all CoC-funded projects that will achieve housing stability in an operating year. | 75% | 81% | 82% |

3A-2.3 Describe the CoC's two year plan (2014-2015) to improve the housing stability of project participants in CoC Program-funded permanent supportive housing projects, as measured by the number of participants remaining at the end of an operating year as well as the number of participants that exited from all CoC-funded permanent supportive housing projects to a different permanent housing destination. Response should address the specific strategies and actions the CoC will take to meet the numeric achievements proposed in the table above. (limit to 1000 characters)

Over the next two years, the Santa Barbara CoC looks to stabilize chronic homeless persons by making available a range of supportive services and changing the culture of housing provision. With regard to supportive services, the CoC will seek funds to help program participants access resources and address the personal challenges that destabilize their lives (and lead to poor housing outcomes). Regular case management will be the primary supportive service made available and the CoC will adopt Continuum-wide protocols for the frequency of case meetings. The CoC also looks to change the culture of housing providers by initiating "No-Fail" approach wherein tenancy is maintained during brief periods of destabilization and participants are not exited from the program except for the most egregious violations (including engaging in criminal activity). The Continuum believes that it may take the first year to encourage housing providers to accept a No-Fail approach.

3A-2.4 Identify by name the individual, organization, or committee that will be responsible for increasing the rate of housing stability in CoC-funded projects. (limit 1000 characters)

The development of the strategy to improve housing stability by obtaining resources and changing the culture of housing providers is the responsibility of the Housing, Shelter and Treatment Committee of the C3H. This Committee meets monthly to discuss strategies on developing supportive housing and the requisite services and approaches that support stable tenancies. This Committee has considered a number of strategies to assist chronic homeless persons remain stably housed and looks to engage housing providers to establish a more tolerant approach to program violations.

3A. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 3: Increase project participants income

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In FY2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP). Assisting project participants to increase income is one way to ensure housing stability and decrease the possibility of returning to homelessness. Using data from Annual Performance Reports (APR), complete the table below.

3A-3.1 Number of adults who were in CoC-funded projects as reported on APRs submitted during the period between October 1, 2012 and September 30, 2013: 912

3A-3.2 Objective 3: Increase project participants income

| | 2013 Actual Numeric Achievement and Baseline | 2014 Proposed Numeric Achievement | 2015 Proposed Numeric Achievement |
|---|--|-----------------------------------|-----------------------------------|
| 3A-3.2a Enter the percentage of participants in all CoC-funded projects that increased their income from employment from entry date to program exit? | 8% | 10% | 15% |
| 3A-3.2b Enter the percentage of participants in all CoC-funded projects that increased their income from sources other than employment from entry date to program exit? | 12% | 15% | 20% |

3A-3.3 In the table below, provide the total number of adults that were in CoC-funded projects with each of the cash income sources identified below, as reported on APRs submitted during the period between October 1, 2012 and September 30, 2013.

| Cash Income Sources | Number of Participating Adults | Percentage of Total in 3A-3.1 |
|------------------------|--------------------------------|-------------------------------|
| Earned Income | 147 | 16.12 % |
| Unemployment Insurance | 10 | 1.10 % |
| SSI | 137 | 15.02 % |

| | | | |
|------------------------------|-----|-------|---|
| SSDI | 53 | 5.81 | % |
| Veteran's disability | 3 | 0.33 | % |
| Private disability insurance | 0 | | % |
| Worker's compensation | 0 | | % |
| TANF or equivalent | 34 | 3.73 | % |
| General Assistance | 46 | 5.04 | % |
| Retirement (Social Security) | 2 | 0.22 | % |
| Veteran's pension | 0 | | % |
| Pension from former job | 0 | | % |
| Child support | 10 | 1.10 | % |
| Alimony (Spousal support) | 1 | 0.11 | % |
| Other Source | 187 | 20.50 | % |
| No sources | 41 | 4.50 | % |

3A-3.4 Describe the CoC's two year plan (2014-2015) to increase the percentage of project participants in all CoC-funded projects that increase their incomes from non-employment sources from entry date to program exit. Response should address the specific strategies and actions the CoC will take to meet the numeric achievements proposed in the table (3A-3.2) above. (limit 1000 characters)

The CoC plans to increase the percentage of participants accessing "mainstream" resources by instituting comprehensive training for case managers and other support services staff in year one. The training will cover the full range of supportive services available to assist homeless persons move forward in their lives. Trainings will include eligibility and enrollment requirements and referral procedures. Among the programs to be included in the trainings are: SNAP, MediCal, WIC, and CalWORKs (TANF). The trainings will be conducted by representatives of a number of County Departments. In the second year (2015), the CoC will establish a single point of contact (or Homeless Assistance Coordinator) will be housed within either a County Office (like DSS) or C3H. This employee will be available to field calls from case managers (and others) that may need guidance in accessing mainstream services.

3A-3.5 Describe the CoC's two year plan (2014-2015) to increase the percentage of project participants in all CoC-funded projects that increase their incomes through employment from entry date to program exit. Response should address the specific strategies and actions the CoC will take to meet the numeric achievements proposed in the table above. (limit 1000 characters)

The Santa Barbara CoC assisted 147 homeless persons become gainfully employed in 2013. On a percentage basis, this represents an employment rate of 16%. Over the next two years the CoC looks to see greater progress by increasing coordination among employment specialists at various public and private agencies. The CoC will look to enhance the committee structure of C3H to include a body specifically tasked to improve the level of employment (and incomes) of homeless persons. This committee has already been established and it currently tracks employment over time among agencies. In 2015 it will conduct a comprehensive review of practices to determine whether policies and procedures require modifications.

3A-3.6 Identify by name the individual, organization, or committee that will be responsible for increasing the rate of project participants in all CoC-funded projects that increase income from entry date to program exit. (limit 1000 characters)

The Employment and Income Committee is a part of C3H which has the primary responsibility for planning and service coordination in Santa Barbara County. This committee is tasked to plan for and evaluate employment along with housing, shelter and treatment options. In establishing a separate subcommittee on employment, C3H has sharpened the focus of its planning efforts on the challenge of reintegrating homeless persons into the economy.

3A. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 4: Increase the number of participants obtaining mainstream benefits

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In FY2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP). Assisting project participants to obtain mainstream benefits is one way to ensure housing stability and decrease the possibility of returning to homelessness. Using data from Annual Performance Reports (APR), complete the table below.

3A-4.1 Number of adults who were in CoC- 912 funded projects as reported on APRs submitted during the period between October 1, 2012 and September 30, 2013.

3A-4.2 Objective 4: Increase the number of participants obtaining mainstream benefits

| | 2013 Actual Numeric Achievement and Baseline | 2014 Proposed Numeric Achievement | 2015 Proposed Numeric Achievement |
|---|--|-----------------------------------|-----------------------------------|
| 3A-4.2a Enter the percentage of participants in ALL CoC-funded projects that obtained non-cash mainstream benefits from entry date to program exit. | 34% | 44% | 56% |

3A-4.3 In the table below, provide the total number of adults that were in CoC-funded projects that obtained the non-cash mainstream benefits from entry date to program exit, as reported on APRs submitted during the period between October 1, 2013 and September 30, 2013.

| Non-Cash Income Sources | Number of Participating Adults | Percentage of Total in 3A-4.1 |
|---|--------------------------------|-------------------------------|
| Supplemental nutritional assistance program | 240 | 26.32 % |
| MEDICAID health insurance | 82 | 8.99 % |
| MEDICARE health insurance | 15 | 1.64 % |
| State children's health insurance | 120 | 13.16 % |
| WIC | 38 | 4.17 % |

| | | | |
|--|----|-------|---|
| VA medical services | 3 | 0.33 | % |
| TANF child care services | 32 | 3.51 | % |
| TANF transportation services | 0 | | % |
| Other TANF-funded services | 0 | | % |
| Temporary rental assistance | 62 | 6.80 | % |
| Section 8, public housing, rental assistance | 98 | 10.75 | % |
| Other Source | 6 | 0.66 | % |
| No sources | 0 | | % |

3A-4.4 Describe the CoC's two year plan (2014-2015) to increase the percentage of project participants in all CoC-funded projects that access mainstream benefits from entry date to program exit. Response should address the specific strategies and actions the CoC will take to meet the numeric achievements proposed in the table above. (limit 1000 characters)

The Santa Barbara CoC assisted 26% of CoC participants enroll in mainstream benefits programs in 2013. Over the next two years it plans to increase the level of participation in mainstream programs to 40%. To achieve this, the CoC will closely monitor HMIS data and produce reports for grantees and the C3H Housing, Shelter and Treatment Committee which will identify barriers to enrollment, including assessment practices. This committee will see that technical assistance and training workshops are available to providers to improve performance. The committee will also institute comprehensive assessment practices to reduce the number of persons who are outside the social services and benefits network.

3A-4.5 Identify by name the individual, organization, or committee that will be responsible for increasing the rate of project participants in all CoC-funded projects that that access non-cash mainstream benefits from entry date to program exit. (limit 1000 characters)

As noted above, the responsibility for implementing the comprehensive review of enrollment practices in mainstream programs is that of the Housing, Shelter and Treatment Committee of the C3H Planning body. This committee shall be assisted by the HMIS Administrator who shall produce monthly and special reports to identify barriers to employment and enrollment in mainstream programs. These reports shall be the basis to assess the effectiveness of the CoC (and its constituent member agencies) in enrolling homeless persons and families in mainstream programs. The committee will also take the lead in organizing TA to specific agencies and to establish and deliver the training curriculum to boost enrollment.

3A. Continuum of Care (CoC) Performance and Strategic Planning Objectives

Objective 5: Using Rapid Re-Housing as a method to reduce family homelessness

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In FY2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP). Rapid re-housing is a proven effective housing model. Based on preliminary evidence, it is particularly effective for households with children. Using HMIS and Housing Inventory Count data, populate the table below.

3A-5.1 Objective 5: Using Rapid Re-housing as a method to reduce family homelessness.

| | 2013 Actual Numeric Achievement and Baseline | 2014 Proposed Numeric Achievement | 2015 Proposed Numeric Achievement |
|--|--|-----------------------------------|-----------------------------------|
| 3A-5.1a Enter the total number of homeless households with children per year that are assisted through CoC-funded rapid re-housing projects. | 0 | 0 | 0 |
| 3A-5.1b Enter the total number of homeless households with children per year that are assisted through ESG-funded rapid re-housing projects. | 35 | 52 | 75 |
| 3A-5.1c Enter the total number of households with children that are assisted through rapid re-housing projects that do not receive McKinney-Vento funding. | 32 | 35 | 40 |

3A-5.2 Describe the CoC's two year plan (2014-2015) to increase the number homeless households with children assisted through rapid re-housing projects that are funded through either McKinney-Vento funded programs (CoC Program, and Emergency Solutions Grants program) or non-McKinney-Vento funded sources (e.g., TANF). Response should address the specific strategies and actions the CoC will take to meet the numeric achievements proposed in the table above. (limit 1000 characters)

Seven not-for-profit social service agencies in the SB CoC provide Rapid Rehousing utilizing ESG, HPRP, CDBG, and other relevant resources. Recently, three of these agencies were awarded approximately \$300,000 in State ESG for rapid re-housing. These sums augment the county's funding of \$53,000 for rapid rehousing (RRH). Agencies currently operating RRH have indicated their interest in expanding their programs for homeless households with children by 90 units over the next two years. This level of expansion will require the agencies to be successful in applying to the State and the County for ESG assistance. In addition to seeking new funding to operate the programs, the providers have begun discussing ways to work with the Department of Social Services in administering its CalWorks rental assistance program. In addition C3H will encourage DSS to work with the homeless providers to establish a single point of contact for referrals of homeless families.

3A-5.3 Identify by name the individual, organization, or committee that will be responsible for increasing the number of households with children that are assisted through rapid re-housing in the CoC geographic area. (limit 1000 characters)

C3H has the primary responsibility to see that Rapid Rehousing resources are used to assist increased numbers of homeless households with children. C3H which has already established a number of working groups within the standing Housing, Shelter, and Treatment (HST) committee which is integral to the overall planning work of C3H. The Executive Oversight and Coordination Committee will assist HST in organizing a sub-committee dedicated to expanding Rapid Rehousing. The "Coordination" Committee will seek to engage representatives across all levels of government who are knowledgeable of the resources that may be (re)allocated to create new Rapid Rehousing resources.

3A-5.4 Describe the CoC's written policies and procedures for determining and prioritizing which eligible households will receive rapid re-housing assistance as well as the amount or percentage of rent that each program participant must pay, if applicable. (limit 1000 characters)

The initial administration of HPRP rapid rehousing was through the City of Santa Barbara working collaboratively with not-for-profit homeless services agencies. The City established a number of priorities for the administration of assistance, including: all adults in the household must be ready and willing to secure full-time work; disabled persons (unable to work) must obtain a doctor's written verification and enroll in a benefits program; all assisted households have to demonstrate their ability to maintain themselves in stable housing each month; and the household must not have any alternate ways to remain stably housed. Also, to be eligible a household's income must not exceed 50% AMI and the household must be either homeless or at risk of homelessness. These rules are codified in the program's eligibility materials. Subsequent to that, providers have integrated a Vulnerability Index into their assessments. All agencies participate in a weekly conference call on client eligibility. No other written documentation exists as each client household is evaluated and assisted on a case-by-case basis.

3A-5.5 How often do RRH providers provide case management to households residing in projects funded under the CoC and ESG Programs?

(limit 1000 characters)

SB CoC providers assist homeless families with frequent visits during the early months of enrollment in Rapid Rehousing and they taper off over time. During the early months, case managers meet with the head of household weekly. The intent of these meetings is to assess the level of household stability as indicated by income from employment and mainstream benefits, sobriety, academic performance of school-age children, housekeeping, nutrition, and other variables regarded as relevant to the unique needs of the family. Meetings continue on a weekly basis and the frequency is reduced based on evidence of increased stability. No family goes more than a month without a case management conference. The frequency of meetings is the same regardless of the funding source for Rapid Rehousing assistance. That is, CoC, ESG, TANF and other sources of assistance do not alter the service modality as regards the frequency of case management.

3A-5.6 Do the RRH providers routinely follow up with previously assisted households to ensure that they do not experience additional returns to homelessness within the first 12 months after assistance ends?

(limit 1000 characters)

Rapid Rehousing providers taper off case management sessions over the course of the first year, but they do not lose touch with the household. At a minimum, case managers place follow-up calls to the head-of-household to see how the family is doing and to assess if additional assistance may be needed. The purpose of this call is usually to schedule an on-site visit so that the case manager may further reassess the household's stability. As warranted by the assessment, the case managers schedules either more or less frequent site visits. The schedule is generally reviewed by a (clinical) supervisor.

3B. Continuum of Care (CoC) Discharge Planning: Foster Care

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3B-1.1 Is the discharge policy in place State Mandated Policy mandated by the State, the CoC, or other?

3B-1.1a If other, please explain. (limit 750 characters)

3B-1.2 Describe the efforts that the CoC has taken to ensure persons are not routinely discharged into homeless and specifically state where persons routinely go upon discharge. (limit 1000 characters)

Consistent with Federal and State mandates, the County of Santa Barbara has a number of programs to see that foster youth have access to comprehensive services to ease their transition as they exit the Foster Youth System. As early as age 15 ½ each youth is provided counsel and guidance in completing an emancipation plan. Youth between the ages of 16 and 21 are eligible for Independent Living Program services. ILP services are comprehensive: housing, employment assistance, healthcare, mental health care, transportation, to name a few. The County participates in the Transitional Housing Program-Plus for Emancipated Foster Youth 18-24. Also, a number of organizations and foundations assist transitional age youth with scholarships so they may attend college or trade school. Upon discharge from the system, transitional age youth who have chosen not to access these services rely upon services from not-for-profits with private resources.

3B-1.3 Identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness. (limit 1000 characters)

A number of advocacy groups monitor exits from the Foster Care System to ensure that youth are not discharged into homelessness. Among these groups are CASA (trained volunteers who are court appointed to monitor transitions) and Foster Youth Liaisons (in each school district). The latter are assisted by the Center for Community Education which provides comprehensive support services so that foster youth may succeed in school. THP- Plus is operated by Family Care Network (a private not-for-profit agency) with a well-trained staff that includes persons who recently exited from the foster youth system. Owing to its experience in working with this population, the Santa Barbara CoC looks to Family Care Network to prevent emancipating foster youth from being discharged into homelessness.

3B. Continuum of Care (CoC) Discharge Planning: Health Care

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3B-2.1 Is the discharge policy in place State Mandated Policy mandated by the State, the CoC, or other?

**3B-2.1a If other, please explain.
(limit 750 characters)**

**3B-2.2 Describe the efforts that the CoC has taken to ensure persons are not routinely discharged into homeless and specifically state where persons routinely go upon discharge.
(limit 1000 characters)**

The State of California mandates that no person may be discharged from a medical facility to the streets; discharges must be to some form of stable housing. Hospitals work closely with local social service agencies to make positive discharges. Cottage Hospital hosts a weekly discharge meeting with numerous private and public agencies (including the Public Health and the Alcohol, Drug and Mental Health Departments) to review options for each patient lacking a permanent residence. A range of staff attend these meetings: outreach workers, hospital admissions and discharge nurses, and case workers. These parties confer to make efficacious discharge plans for homeless persons. In instances where agencies may lack the ability to provide proper recuperative care, a homeless person may be discharged to a nursing home. On rare occasions a patient is provided with voucher assistance for a medium-term hotel rental.

**3B-2.3 Identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness.
(limit 1000 characters)**

Cottage Hospital operates in three parts of the county: Santa Barbara, Goleta and Santa Ynez. Along with Marian Regional Medical Center in Santa Maria, these are the primary hospitals discharging patients into the community. Each of these hospitals has established discharge planning committees that meet weekly to coordinate care for homeless patients. Willbridge operates 13 recuperative care beds in Santa Barbara and homeless patients are often discharged there. Twelve additional beds are operated by Casa Esperanza.

3B. Continuum of Care (CoC) Discharge Planning: Mental Health

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3B-3.1 Is the discharge policy in place State Mandated Policy
mandated by the State, the CoC, or other?

3B-3.1a If other, please explain.
(limit 750 characters)

3B-3.2 Describe the efforts that the CoC has taken to ensure persons are not routinely discharged into homeless and specifically state where persons routinely go upon discharge.
(limit 1000 characters)

Since 1998 the State of California has mandated that all patients with a serious mental health disorder receive a comprehensive discharge plan prior to release from an acute care or psychiatric facility. These plans include making arrangements for housing and aftercare services based on acuity and include the inpatient hospital, IMDs, and Crisis Residential care. ADMHS arranges for aftercare services for discharges from this institution relying upon its community-based social workers to arrange for housing following discharge. As consistent with a patient’s level of mental health functioning, a homeless person discharged from institutional care is referred to the Assertive Community Treatment (ACT) multidisciplinary team. ACT provides any service necessary to reintegrate a person in the community, including housing assistance, medication management, money management, counseling, peer support, etc.

3B-3.3 Identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness.
(limit 1000 characters)

The Alcohol, Drug, Mental Health Services Department is the responsible for planning proper discharges from institutional care for persons with serious and chronic psychiatric needs. ADMHS discharges from its locked and high supervision facilities. Persons lacking a fixed residence are assisted by the ADMHS ACT team. ADMHS executive staff monitors the outcomes of discharges to assess the effectiveness of the plan and to ensure that the County’s services are in compliance with State mandates. ADMHS is in the midst of institutional change in which it is moving toward a patient-centered model of service excellence. The CoC anticipates that this cultural shift will enhance its outcomes.

3B. Continuum of Care (CoC) Discharge Planning: Corrections

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3B-4.1 Is the discharge policy in place State Mandated Policy mandated by the State, the CoC, or other?

**3B-4.1a If other, please explain.
(limit 750 characters)**

**3B-4.2 Describe the efforts that the CoC has taken to ensure persons are not routinely discharged into homeless and specifically state where persons routinely go upon discharge.
(limit 1000 characters)**

A tangible result of the 10-year Plan is that advocates have secured resources to place a discharge planner (from an outside agency) directly in the County Jail. Funding included: CDBG from the County and City of Santa Barbara, as well as general fund dollars from the Sheriff’s Office. The discharge planner coordinates with rehabilitation service coordinators, and parole and probation officers. This staff meets weekly to confer on the rapidly growing number of discharges owing to realignment transfers of offenders from State Correctional facilities to local jails to reduce overcrowding. So that the jail does not itself become overcrowded, the Sheriff’s Office has given much attention to the discharge processes as over against the public safety needs of the community. Realignment has created positive alternatives to offenders who enroll in rehabilitative services as part of their parole. The Sheriff allocated \$100,000 in the FY 2014 budget for short-term housing for offenders.

**3B-4.3 Identify the stakeholders and/or collaborating agencies that are responsible for ensuring that persons being discharged from a system of care are not routinely discharged into homelessness.
(limit 1000 characters)**

The primary responsibility to implement and monitor the effectiveness of this new focus on discharge planning/reentry is the Sheriff’s Office. A number of nonprofits work alongside the Sheriff’s Office to provide rehabilitate services to the offender population. Among these are: the Santa Barbara Reentry Project, Community Solutions, the Day Reporting Center, Alternatives to Violence, and the California Alcohol and Drug Association. None of these organizations provide transitional housing, but the County Probation Department and State Parole Office, do have resources to aid in the reentry process, including half-way houses and group homes.

3C. Continuum of Care (CoC) Coordination

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3C-1 Does the Consolidated Plan for the jurisdiction(s) within the CoC’s geography include the CoC’s strategic plan goals for addressing and ending homelessness? Yes

3C-1.1 If yes, list the goals in the CoC strategic plan. (limit 1000 characters)

- End Chronic Homelessness
- Increase rate of transitions to permanent housing
- Increase access to mainstream benefits
- Decrease homelessness among households with children with prevention and rapid response resources

3C-2 Describe the extent in which the CoC consults with State and local government Emergency Solutions Grants (ESG) program recipients within the CoC’s geographic area on the plan for allocating ESG program funds and reporting on and evaluating the performance of ESG program recipients and subrecipients. (limit 1000 characters)

The County of Santa Barbara is the only recipient of ESG funds in the CoC. These funds are administered by the Community Services Department (CSD) which is also responsible for the administration of the CoC plan and HMIS so as regards planning and implementation, coordination is strong. As regards the State ESG program, CSD receives notification from the State as to its ESG awards to agencies operating in the county. The State does not have a mechanism in place to allow the SB CoC to weigh in on its allocation process. CSD coordinates the inclusion of data in the HMIS by State-funded ESG recipients. It also receives copies of reports filed with the State. CSD evaluates the performance of agencies involved in HMIS and this includes the State-funded ESG programs.

3C-3 Describe the extent in which ESG funds are used to provide rapid re-housing and homelessness prevention. Description must include the percentage of funds being allocated to both activities. (limit 1000 characters)

Over the past 3 years the County has administered \$353,223 in ESG of which \$92,399 (27.6%) has been allocated to rapid re-housing projects and \$60,709 (18.1%) has funded homeless prevention activities. Nonprofit agencies have been highly successful in being awarded State ESG funds. In 2013 five agencies received \$769,715 of State ESG of which \$296,464 was allocated to rapid re-housing (39%) and \$36,958 (5%) was for homeless prevention. ESG are an indispensable part of the CoC's planning for these activities.

3C-4 Describe the CoC's efforts to reduce the number of individuals and families who become homeless within the CoC's entire geographic area. (limit 1000 characters)

The CoC employs various means to reduce the number of homeless individuals and families. At-risk families being screened for eligibility for DSS programs are provided with short-term housing vouchers while awaiting determinations. Enrolled households are given referrals for affordable housing and (as necessary) provided with Rapid re-housing assistance through CalWorks. Homeless individuals with serious mental health or health conditions are similarly provided with housing vouchers from ADMHS until stable housing is established. A number of providers (Good Sam, Transition House) have obtained ESG funds from the County and the State for prevention and rapid rehousing programs. ADMHS programs look to intervene with at-risk households with substance abuse disorders before they lose their housing. The resources noted above are aired PSAs and (bi-lingual) literature available at public venues. The CoC is unaware of any impediment to fair housing choice related to these programs.

3C-5 Describe how the CoC coordinates with other Federal, State, local, private and other entities serving the homeless and those at risk of homelessness in the planning and operation of projects. (limit 1000 characters)

The C3H has an open door policy; it conducts all of its meetings in public. The C3H Policy Committee is composed of elected local government officials from throughout the county and who are subject to Brown Act open-meeting requirements. The Executive Committee includes unelected local public officials as well representatives from the faith-based community (e.g. the Santa Barbara Mission). The State is represented mostly through the Employment Development Department which has a continuous presence in SB. The Federal government is represented mostly by the VA and Social Security. The several nonprofits involved with institutional re-entry are active in the CoC keeping the challenges faced by their constituencies on the agenda. Representatives at C3H take into consideration the needs of both existing homeless populations as well as those at risk.

3C-6 Describe the extent in which the PHA(s) within the CoC's geographic area are engaged in the CoC efforts to prevent and end homelessness. (limit 1000 characters)

The City of Santa Barbara PHA is among the most active agencies involved in the provision of assistance to homeless and at-risk households. Owing to its strategic and effective implementation of a Shelter Plus Care program this PHA has grown it to twice as large as planned. Moreover, the PHA routinely receives referrals from public and private agencies to assist households with rental assistance prior to becoming literally homeless. It is critical to the CoC's efforts to prevent and end homelessness. This PHA has a preference for homeless households in its Housing Choice Voucher Program.

3C-7 Describe the CoC's plan to assess the barriers to entry present in projects funded through the CoC Program as well as ESG (e.g. income eligibility requirements, lengthy period of clean time, background checks, credit checks, etc.), and how the CoC plans to remove those barriers. (limit 1000 characters)

The CoC does not have a policy to require sobriety before gaining access to housing. Over the past few years an increasing number of providers have been relaxing their policies relative to sobriety and mental health functioning. In the upcoming year, the C3H shall convene a meeting(s) to investigate the barriers to access to CoC programs and how best to modify policies to facilitate entry.

3C-8 Describe the extent in which the CoC and its permanent supportive housing recipients have adopted a housing first approach. (limit 1000 characters)

The CoC has not adopted a Housing First strategy although a number of PSH sponsors have implemented this approach on a limited scale to assess its effectiveness. Providers have concerns about placing in permanent housing persons with serious psychiatric and/or substance abuse disorders (access to resources notwithstanding). This concern is amplified in Santa Barbara where the majority of PSH units are located in the community through tenant-based assistance. This form of rental assistance limits each agency's capacity to observe a participant's level of functioning and to assess their level of mental health functioning. In 2014 the CoC will put on the agenda for the Coordination Committee a discussion of the advisability of vigorously implementing Housing First programs.

3C-9 Describe how the CoC's centralized or coordinated assessment system is used to ensure the homeless are placed in the appropriate housing and provided appropriate services based on their level of need. (limit 1000 characters)

The Santa Barbara CoC has not established a centralized or coordinated assessment system. It has made training available to providers on making uniform assessments and making positive referrals. It has also explored putting into place a standard assessment instrument connected with HMIS protocols.

3C-10 Describe the procedures used to market 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 request housing or services in the absence of special outreach. (limit 1000 characters)

Nearly 80% all permanent supportive housing is administered by the Housing Authority of the City of Santa Barbara which has strict protocols in place to protect the fair housing rights of all citizens. Prospective tenants are advised of their fair housing rights, including the right to appeal any decision made by the PHA. This PHA has established methods in place to advise the public as to the availability of its resources, and all of its outreach materials are available in English and Spanish. Among the methods employed by the HACSB are newspaper advertising, postings in public places, internet posting, notifying its partner agencies and airing PSAs. The three other agencies operating PSH units adhere to fair housing standards and all prospective participants receive a written statement of their fair housing rights. These agencies rely upon the established network of social service agencies to advise the public of available openings.

3C-11 Describe the established policies that are currently in place that require all homeless service providers to ensure all children are enrolled in early childhood education programs or in school, as appropriate, and connected to appropriate services within the community. (limit 1000 characters)

The county school district requires all children of school age to be enrolled in public school and to that end it provides a staff person in each district who meets with new families in each shelter every week. The purpose of these visits is to ensure that children are enrolled in school and are learning –ready with access to supplies, transportation and additional academic and non-academic services (like suitable shoes). The shelters comply with the requirement by enforcing school attendance for resident children. The shelters also provide either licensed early childhood daycare onsite or make referrals to several countywide agencies that provide daycare for homeless or very poor infants and toddlers, along with clinical family counseling and intervention services for victims of domestic violence. CalWorks is relied upon for much of the assistance needed for childcare.

3C-12 Describe the steps the CoC, working with homeless assistance providers, is taking to collaborate with local education authorities to ensure individuals and families who become or remain homeless are informed of their eligibility for McKinney-Vento educational services. (limit 1000 characters)

Every school district and the County Department of Education has a Homeless Liaison who is responsible to ensuring the academic performance of school-age (and preschool-age) children of homeless families. The Liaison’s duties extend to ensuring that all children are enrolled in and attending school and that the pupils receive supplemental academic resources like tutoring, uniforms and backpacks. The Liaison’s responsibilities extend beyond academics and include assisting homeless households with direct assistance provided in collaboration with providers. Case managers are trained on the McKinney-Vento program so they may counsel families and advocate as necessary. The school districts provide family service agencies with (bi-lingual) literature describing the eligibility for and benefits of the McKinney-Vento educational services. This literature is provided to each new client and are reviewed orally with case managers.

3C-13 Describe how the CoC collaborates, or will collaborate, with emergency shelters, transitional housing, and permanent housing providers to ensure families with children under the age of 18 are not denied admission or separated when entering shelter or housing. (limit 1000 characters)

The Central Coast Collaborative on Homelessness (C3H) has a standing committee that addresses policies and practices of provider agencies. The Housing, Shelter, and Treatment committee has focused most of its efforts on identifying best practices and working with providers to implement them by identifying relevant training and technical assistance. Among the best practices has been sustaining family unity in sheltered environments whenever possible. In instances where it is physically impossible to house a family together, case managers look for referrals to other family service agencies that may have the ability to assist the family. Families are separated only as a last resort.

3C-14 What methods does the CoC utilize to monitor returns to homelessness by persons, including, families who exited rapid re-housing? Include the processes the CoC has in place to ensure minimal returns to homelessness. (limit 1000 characters)

The C3H Housing, Shelter and Treatment committee has made recidivism a high priority among the many issues it takes under consideration. A practical result of these discussions has been to have the HMIS Coordinator produce a monthly report to be made available to providers, identifying individuals and families that have accessed the CoC on multiple occasions. This information is regarded as helpful to case managers as they assess the key barriers to housing stability. The data also provides some sense as to the frequency of case management sessions and the need for close monitoring.

3C-15 Does the CoC intend for any of its SSO or TH projects to serve families with children and youth defined as homeless under other Federal statutes? No

3C-15.1 If yes, describe how the use of grant funds to serve such persons is of equal or greater priority than serving persons defined as homeless in accordance with 24 CFR 578.89. Description must include whether or not this is listed as a priority in the Consolidated Plan(s) and its CoC strategic plan goals. CoCs must attach the list of projects that would be serving this population (up to 10 percent of CoC total award) and the applicable portions of the Consolidated Plan. (limit 1000 characters)

3C-16 Has the project been impacted by a major disaster, as declared by President Obama under Title IV of the Robert T. Stafford Act in the 12 months prior to the opening of the FY 2013 CoC Program Competition? No

3C-16.1 If 'Yes', describe the impact of the natural disaster on specific projects in the CoC and how this affected the CoC's ability to address homelessness and provide the necessary reporting to HUD. (limit 1500 characters)

3D. Continuum of Care (CoC) Coordination with Strategic Plan Goals

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

In 2013, applications submitted to HUD for the Continuum of Care (CoC) Program will be evaluated in part based on the extent in which they further the achievement of HUD's goals as articulated in HUD's Strategic Plan and the Opening Doors: Federal Strategic Plan to Prevent and End Homelessness (FSP).

3D-1 Describe how the CoC is incorporating the goals of Opening Doors in local plans established to prevent and end homelessness and the extent in which the CoC is on target to meet these goals. (limit 1000 characters)

The Santa Barbara CoC takes seriously the goals articulated in Opening Doors. It has incorporated the goal of addressing homelessness before a household ends up on the street. Accordingly, over the past three years the County has allocated 46% of its ESG funds to rapid re-housing and homeless prevention activities. Housing providers have bought into the goal of ending chronic homelessness by allocating an increasing % of units to this population upon unit turnover. As regards service delivery, over the past three years public institutions have greatly enhanced the resources available to homeless persons as they transition back into the community. This is particularly evident among public institutions that have created partnerships and allocated resources to facilitate the reintegration of persons into the community. In terms of leadership, the C3H Policy Council includes highly respected elected officials whose influence and support will be needed to effect the next phase of development. Relative to homeless veterans, the CoC has resources in place to make a significant difference in moving this population out of homelessness by 2015.

3D-2 Describe the CoC's current efforts, including the outreach plan, to end homelessness among households with dependent children. (limit 750 characters)

Family services agencies have incorporated a number of programs to end family homelessness. Conventional services include shelter and transitional programs which have been highly effective in increasing household income through wages and benefits. Family agencies have recently become active in prevention and rapid rehousing; and they have raised much money for these approaches. Non-profits offer a broad range of services to homeless families, including: counseling, health care, recovery, and benefits advocacy. Nonprofits also help households enroll in mainstream benefits programs. Outreach is undertaken on foot and in cars by a number of agencies/groups, including: Casa Esperanza, the Rescue Mission and Victory Outreach.

3D-3 Describe the CoC's current efforts to address the needs of victims of domestic violence, including their families. Response should include a description of services and safe housing from all funding sources that are available within the CoC to serve this population.

(limit 1000 characters)

The Santa Barbara CoC assists victims of domestic violence with specialized emergency and transitional shelters that are secure and in confidential locations. These shelters are available to victims and their families as well as individuals. Among the services for this population are: 24-hour crisis line, security, victims' rights training, advocacy, legal assistance, counseling, support groups, recovery, youth counseling, on-site childcare, transportation, and nutrition. These services are coordinated by case managers who complete assessments and make referrals for mainstream resources. Funding for DV services comes from: HUD (CoC, CDBG, and ESG), Community Services Block Grant, Women's Fund of SB, Santa Barbara Foundation, Blue Shield Foundation, and others.

3D-4 Describe the CoC's current efforts to address homelessness for unaccompanied youth. Response should include a description of services and housing from all funding sources that are available within the CoC to address homelessness for this subpopulation. Indicate whether or not the resources are available for all youth or are specific to youth between the ages of 16-17 or 18-24.

(limit 1000 characters)

Unaccompanied youth are assisted by a number of services, including: 24/7 mobile crisis response, foster care, transitional youth services, outreach, specialized mental health and substance abuse services and support groups, health, recreation, education and academic support, employment assistance, emergency shelter, transitional housing, permanent supportive housing, and independent living. Funding for these services comes from: HUD (CoC, CDBG, and ESG), Community Services Block Grant, Women's Fund of SB, Santa Barbara Foundation, The Fund for Santa Barbara, Blue Shield Foundation, Workforce Investment Board, and others. Some of the funding sources restrict services by age cohort. Independent living and permanent housing are available for youth 18 and older and emancipated youth. Foster care services are for minors.

3D-5 Describe the efforts, including the outreach plan, to identify and engage persons who routinely sleep on the streets or in other places not meant for human habitation.

(limit 750 characters)

The Santa Barbara CoC has established a number of programs to assist homeless persons living on the street. In particular the County Alcohol, Drug and Mental Health System has outreach teams and it funds Willbridge to provide additional outreach services. The biannual homeless count includes a vulnerability index survey that identifies persons most at risk. This data is relied upon by outreach workers who focus their efforts on the most vulnerable. Outreach workers may have a primary concern for a specific population yet they engage all homeless persons and assist them in finding shelter. Much outreach is done at soup kitchens and other places where homeless persons congregate. There is also a "Safe Streets" program in Santa Barbara for persons living in RVs.

3D-6 Describe the CoC's current efforts to combat homelessness among veterans, particularly those are ineligible for homeless assistance and housing through the Department of Veterans Affairs programs (i.e., HUD-VASH, SSVF and Grant Per Diem). Response should include a description of services and housing from all funding sources that exist to address homelessness among veterans. (limit 1000 characters)

There are no veterans-specific homeless agencies in Santa Barbara, but specialized outreach is provided by the Independent Living Resource Center. In addition, the County PHA administers a VASH program serving 110 households and New Beginnings has been awarded SSVF funds to provide case management, transportation, housing assistance, and other stabilizing services to Veterans and their families. Veterans eligible for VA benefits are assisted at three satellite centers in SB County as well as at the VA Regional Hospital in Los Angeles. The County sponsors an annual Stand Down in Santa Maria and provides transportation for homeless persons from throughout the county. Veterans ineligible for VA benefits are assisted with the same services available to the general homeless population. Such veterans receive benefits from: The Salvation Army and New Beginnings Counseling Center. The County's Veterans Service Center provides a range of case management and direct services, including assistance in upgrading discharge.

3E. Reallocation

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

3E-1 Is the CoC reallocating funds from one or more eligible expiring grant(s) into one or more new permanent supportive housing projects dedicated to chronically homeless persons? Yes

3E-2 Is the CoC reallocating funds from one or more eligible expiring grant(s) into one or more new rapid re-housing project for families? No

**3E-2.1 If the CoC is planning to reallocate funds to create one or more new rapid re-housing project for families, describe how the CoC is already addressing chronic homelessness through other means and why the need to create new rapid re-housing for families is of greater need than creating new permanent supportive housing for chronically homeless persons.
(limit 1000 characters)**

3E-3 If the CoC responded 'Yes' to either of the questions above, has the recipient of the eligible renewing project being reallocated been notified? Yes

3F. Reallocation - Grant(s) Eliminated

CoCs planning to reallocate into new permanent supportive housing projects for chronically homeless individuals may do so by reducing one or more expiring eligible renewal projects. CoCs that are eliminating projects entirely must identify those projects.

| Amount Available for New Project: (Sum of All Eliminated Projects) | | | | |
|---|--------------------------------|-----------------------|------------------------------|-----------------------------|
| \$143,644 | | | | |
| Eliminated Project Name | Grant Number Eliminated | Component Type | Annual Renewal Amount | Type of Reallocation |
| Casa Esperanza Da... | CA0596L9D031205 | SSO | \$143,644 | Regular |

3F. Reallocation - Grant(s) Eliminated Details

3F-1 Complete each of the fields below for each grant that is being eliminated during the FY2013 reallocation process. CoCs should refer to the final HUD approved FY2013 Grant Inventory Worksheet to ensure all information entered here is accurate.

Eliminated Project Name: Casa Esperanza Day Center

Grant Number of Eliminated Project: CA0596L9D031205

Eliminated Project Component Type: SSO

Eliminated Project Annual Renewal Amount: \$143,644

3F-2 Describe how the CoC determined that this project should be eliminated.

(limit 750 characters)

Agency decided to cease operations of CoC-funded services.

3G. Reallocation - Grant(s) Reduced

CoCs that choose to reallocate funds into new rapid rehousing or new permanent supportive housing for chronically homeless persons may do so by reducing the grant amount for one or more eligible expiring renewal projects.

| Amount Available for New Project (Sum of All Reduced Projects) | | | | | |
|---|----------------------|-----------------------|-----------------|----------------------------------|-------------------|
| \$5,559 | | | | | |
| Reduced Project Name | Reduced Grant Number | Annual Renewal Amount | Amount Retained | Amount available for new project | Reallocation Type |
| Second Stage Program | CA0602L9D031205 | \$65,489 | \$59,930 | \$5,559 | Regular |

3G. Reallocation - Grant(s) Reduced Details

3G-1 Complete each of the fields below for each eligible renewal grant that is being reduced during the FY2013 reallocation process. CoCs should refer to the final HUD approved FY2013 Grant Inventory Worksheet to ensure all information entered here is accurate.

Reduced Project Name: Second Stage Program

Grant Number of Reduced Project: CA0602L9D031205

Reduced Project Current Annual Renewal Amount: \$65,489

Amount Retained for Project: \$59,930

Amount available for New Project(s): \$5,559
(This amount will auto-calculate by selecting "Save" button)

**3G-2 Describe how the CoC determined that this project should be reduced.
(limit 750 characters)**

The CoC Grants Review Committee assessed the performance of all projects based on APRs. Based upon this assessment the Committee asked agency representatives of poorly performing projects to meet with it. Based upon the empirical data and information obtained through the interviews, including the agency's funding base, the Committee determined that the project in question was best able to absorb the cut and back-fill with support from other funding sources.

3H. Reallocation - New Project(s)

CoCs must identify the new project(s) it plans to create and provide the requested information for each project.

Sum of All New Reallocated Project Requests
(Must be less than or equal to total amount(s) eliminated and/or reduced)

| \$74,793 | | | | |
|--------------------|------------------|----------------|--------------------|-------------------|
| Current Priority # | New Project Name | Component Type | Transferred Amount | Reallocation Type |
| 6 | Pine Street ... | PH | \$74,793 | Regular |

3H. Reallocation - New Project(s) Details

3H-1 Complete each of the fields below for each new project created through reallocation in the FY2013 CoC Program Competition. CoCs can only reallocate funds to new permanent housing—either permanent supportive housing for the chronically homeless or rapid re-housing for homeless households with children.

FY2013 Rank (from Project Listing): 6

Proposed New Project Name: Pine Street Bungalows

Component Type: PH

Amount Requested for New Project: \$74,793

3I. Reallocation: Balance Summary

3I-1 Below is the summary of the information entered on forms 3D-3H. and the last field, "Remaining Reallocation Balance" should equal "0." If there is a balance remaining, this means that more funds are being eliminated or reduced than the new project(s) requested. CoCs cannot create a new reallocated project for an amount that is greater than the total amount of reallocated funds available for new projects.

Reallocation Chart: Reallocation Balance Summary

| | |
|---|-----------|
| Reallocated funds available for new project(s): | \$149,203 |
| Amount requested for new project(s): | \$74,793 |
| Remaining Reallocation Balance: | \$74,410 |

4A. Continuum of Care (CoC) Project Performance

Instructions

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

4A-1 How does the CoC monitor the performance of its recipients on HUD-established performance goals? (limit 1000 characters)

The SB CoC reviews every APR and compares performance relative to other programs of the same type. The key factors reviewed include duration of tenancy in permanent housing, percentage of persons transitioning to permanent housing, and percentage of persons receiving earned income or mainstream benefits. On a quarterly basis the Homeless Coordinator prepares reports for provider agencies and the C3H that evaluate effectiveness and (as needed) identifies performance issues that need attention.

4A-2 How does the CoC assist project recipients to reach HUD-established performance goals? (limit 1000 characters)

The SB CoC assists agencies achieve HUD performance goals by training and technical assistance. The CoC relies upon guidance from a consultant on strategies to improve performance. Periodically the Community Services Department conducts trainings on McKinney-Vento programs and how they may be implemented effectively to assist homeless populations gain independence. The C3H also assists agencies reach HUD goals through its committee work focused on implementing best practices among providers.

4A-3 How does the CoC assist recipients that are underperforming to increase capacity? (limit 1000 characters)

The SB CoC identifies underperforming agencies through reviews of APRs and HMIS reports. The CoC addresses poor performance primarily through training and technical assistance. The CoC relies upon guidance from a consultant with more than 20 years' experience with HUD McKinney-Vento programs. The Community Services Department also conducts trainings on the effective implementation of HUD McKinney-Vento programs to assist homeless populations. The C3H also works on assisting agencies reach HUD goals through its committee work focused on implementing best practices. In addition, agencies that routinely underperform have been eliminated from the application and its funds are reallocated to better performing grantees.

4A-4 What steps has the CoC taken to reduce the length of time individuals and families remain homeless? (limit 1000 characters)

To reduce the time that persons remain homeless, the Housing Authority of the City of Santa Barbara has made available Housing Choice Voucher assistance to families in transitional housing programs. This has created additional annual capacity as more households transition through the programs expeditiously. In addition, the PHA has administered a Shelter Plus Care program with such efficiency that it serves more than twice the number of participants than originally proposed. This added capacity has also reduced the time persons remain homeless. Seven agencies administer rapid rehousing programs totaling over \$700,000 in assistance. These agencies identify newly homeless households and move them into housing quickly thereby reducing the overall period of homelessness.

4A-5 What steps has the CoC taken to reduce returns to homelessness of individuals and families in the CoC’s geography? (limit 1000 characters)

The Santa Barbara CoC has begun to address the problem of recidivism to homelessness by relying on the HMIS. The HMIS Coordinator produces reports that identify high utilizers of homeless services. This information is made available to service agencies so that case managers may take into account a client’s prior challenges. To address this a case manager may schedule frequent sessions so that he may explore matters in greater depth than usual. In addition, the client may be encouraged to attend recovery and/or support meetings to gain the benefits of social modelling.

4A-6 What specific outreach procedures has the CoC developed to assist homeless service providers in the outreach efforts to engage homeless individuals and families? (limit 1000 characters)

The SB Department of Alcohol, Drug, Mental Health Services (ADMHS) has mobile outreach teams in both north and south county. These teams encounter a range of needs in the community and they routinely provide direct assistance (e.g. food, clothing) and literature on the availability of resources in the community. The outreach teams also make referrals to persons to access mainstream services including medical care. When confronted with a situation where a person may be at risk of harming himself or others, the teams may call for additional assistance from the Sheriff’s Psychiatric Evaluation Team. Casa Pacifica also has a mobile outreach team that is geared to serve homeless youth. The County sponsors an annual Stand Down to provide direct assistance to veterans (e.g. haircuts, showers, food and clothing) as well as establishing rapport so as to make positive referrals to mainstream government sponsored programs as well as the services of non-profit organizations. All of the outreach teams make direct referrals to agencies participating in the continuum of care.

4B. Section 3 Employment Policy

Instructions

*** TBD ****

4B-1 Are any new proposed project applications requesting \$200,000 or more in funding? No

**4B-1.1 If yes, which activities will the project(s) undertake to ensure employment and other economic opportunities are directed to low or very low income persons?
(limit 1000 characters)**

4B-2 Are any of the projects within the CoC requesting funds for housing rehabilitation or new constructions? No

4B-2.1 If yes, which activities will the project undertake to ensure employment and other economic opportunities are directed to low or very low income persons:

4C. Accessing Mainstream Resources

Instructions:

For guidance on completing this form, please reference the FY 2013 CoC Application Detailed Instructions and the FY 2013 CoC Program NOFA. Please submit technical question to the OneCPD Ask A Question at <https://www.onecpd.info/ask-a-question/>.

4C-1 Does the CoC systematically provide information about mainstream resources and training on how to identify eligibility and program changes for mainstream programs to provider staff? Yes

4C-2 Indicate the percentage of homeless assistance providers that are implementing the following activities:

| | |
|--|------|
| * Homeless assistance providers supply transportation assistance to clients to attend mainstream benefit appointments, employment training, or jobs. | 80% |
| * Homeless assistance providers use a single application form for four or more mainstream programs. | 0% |
| * Homeless assistance providers have staff systematically follow-up to ensure mainstream benefits are received. | 100% |

4C-3 Does the CoC make SOAR training available for all recipients and subrecipients at least annually? No

4C-3.1 If yes, indicate the most recent training date:

4C-4 Describe how the CoC is preparing for implementation of the Affordable Care Act (ACA) in the state in which the CoC is located. Response should address the extent in which project recipients and subrecipients will participate in enrollment and outreach activities to ensure eligible households are able to take advantage of new healthcare options. (limit 1000 characters)

The ACA has greatly expanded MediCal coverage because the State has raised the eligibility limits. Homeless providers have received training on eligibility criteria and enrollment procedures. A number of agencies have staff trained on enrollment. In most cases, providers refer persons to the Department of Public Health or Social Services which have eligibility counselors available to assist in the enrollment process. The SB Neighborhood Clinics also assist homeless households with enrollment. Homeless providers have been active in making referrals and in communicating about the ACA with homeless persons more generally. At least one agency has staff trained as health benefits counselors.

**4C-5 What specific steps is the CoC taking to work with recipients to identify other sources of funding for supportive services in order to reduce the amount of CoC Program funds being used to pay for supportive service costs?
(limit 1000 characters)**

The SB CoC has struggled to identify alternate funding sources to substitute for HUD CoC assistance. The C3H has convened numerous meetings with providers to discuss ways to address the cutbacks in HUD funding for services. One source that has become available recently has been the State's ESG program and five agencies in Santa Barbara County were awarded grants over the past year to provide prevention and rapid rehousing services. Some agencies have begun to look at accessing VA programs for service dollars but in as much as SB does not have an agency focused exclusively on homeless veterans making it challenging to access VA funds.

Attachments

| Document Type | Required? | Document Description | Date Attached |
|--|-----------|----------------------|---------------|
| Certification of Consistency with the Consolidated Plan | Yes | Santa Maria/Santa... | 01/30/2014 |
| CoC Governance Agreement | No | | |
| CoC-HMIS Governance Agreement | No | SBC HMIS Governan... | 01/30/2014 |
| CoC Rating and Review Document | No | SBC FY 2013 CoC P... | 01/30/2014 |
| CoCs Process for Making Cuts | No | | |
| FY2013 Chronic Homeless Project Prioritization List | No | | |
| FY2013 HUD-approved Grant Inventory Worksheet | Yes | FY2013 CA-603 GIW | 01/30/2014 |
| FY2013 Rank (from Project Listing) | No | | |
| Other | No | Clarifications on... | 02/03/2014 |
| Other | No | | |
| Other | No | | |
| Projects to Serve Persons Defined as Homeless under Category 3 | No | | |
| Public Solicitation | No | SBC BOS Agenda 20... | 01/30/2014 |

Attachment Details

Document Description: Santa Maria/Santa Barbara County CoC HUD-2991

Attachment Details

Document Description:

Attachment Details

Document Description: SBC HMIS Governance Charter

Attachment Details

Document Description: SBC FY 2013 CoC Program Competition Staff Report

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: FY2013 CA-603 GIW

Attachment Details

Document Description:

Attachment Details

Document Description: Clarifications on Application

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description:

Attachment Details

Document Description: SBC BOS Agenda 2014-01-21

Submission Summary

| Page | Last Updated |
|--|-------------------|
| 1A. Identification | No Input Required |
| 1B. CoC Operations | 01/22/2014 |
| 1C. Committees | 01/22/2014 |
| 1D. Project Review | 01/31/2014 |
| 1E. Housing Inventory | 01/22/2014 |
| 2A. HMIS Implementation | 01/24/2014 |
| 2B. HMIS Funding Sources | 01/24/2014 |
| 2C. HMIS Beds | 01/24/2014 |
| 2D. HMIS Data Quality | 01/24/2014 |
| 2E. HMIS Data Usage | 01/22/2014 |
| 2F. HMIS Policies and Procedures | 01/24/2014 |
| 2G. Sheltered PIT | 01/31/2014 |
| 2H. Sheltered Data - Methods | 01/22/2014 |
| 2I. Sheltered Data - Collection | 01/23/2014 |
| 2J. Sheltered Data - Quality | 01/22/2014 |
| 2K. Unsheltered PIT | 01/31/2014 |
| 2L. Unsheltered Data - Methods | 01/31/2014 |
| 2M. Unsheltered Data - Coverage | 01/22/2014 |
| 2N. Unsheltered Data - Quality | 01/22/2014 |
| Objective 1 | 01/31/2014 |
| Objective 2 | 01/27/2014 |
| Objective 3 | 01/28/2014 |
| Objective 4 | 01/30/2014 |
| Objective 5 | 01/31/2014 |
| 3B. CoC Discharge Planning: Foster Care | 01/22/2014 |
| 3B. CoC Discharge Planning: Health Care | 01/22/2014 |

| | |
|--|-------------------|
| 3B. CoC Discharge Planning: Mental Health | 01/24/2014 |
| 3B. CoC Discharge Planning: Corrections | 01/31/2014 |
| 3C. CoC Coordination | 01/31/2014 |
| 3D. Strategic Plan Goals | 01/31/2014 |
| 3E. Reallocation | 01/22/2014 |
| 3F. Grant(s) Eliminated | 01/22/2014 |
| 3G. Grant(s) Reduced | 01/30/2014 |
| 3H. New Project(s) | 01/30/2014 |
| 3I. Balance Summary | No Input Required |
| 4A. Project Performance | 01/22/2014 |
| 4B. Employment Policy | 01/22/2014 |
| 4C. Resources | 01/31/2014 |
| Attachments | 02/03/2014 |
| Submission Summary | No Input Required |

Santa Barbara County HMIS Governance Charter

November 30, 2013

Santa Maria/Santa Barbara County Continuum of Care

HMIS Lead Agency:

County of Santa Barbara
Community Services Department
Housing and Community Development Division
105 E. Anapamu St., Room 105
Santa Barbara, CA 93101
Telephone: (805) 568-3520
Fax: (805) 568-2289

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| 9.0 Documentation..... | 5 |

1.0 Introduction

This document establishes the governance framework for oversight of the Homeless Management Information System (HMIS) administered by the Santa Barbara Continuum of Care (see 2011 HMIS Requirements Proposed Rule § 580.7 Duties of the Continuum of Care).

As described in the March 2010 Homeless Management Information System (HMIS) Data Standards Revised Notice, an HMIS is an electronic data collection system that stores longitudinal person-level information about persons who access the homeless services system in a Continuum of Care. HMIS is a valuable resource because of its capacity to integrate and unduplicate data from all homeless assistance and homeless prevention programs in a Continuum of Care. Aggregate HMIS data can be used to understand the size, characteristics and needs of the homeless population at the local, state and national levels.

The Continuum of Care is responsible for ensuring that its HMIS is administered in accordance with all applicable HMIS Data and Technical Standards issued by the U.S. Department of Housing and Urban Development (HUD). The following HUD HMIS Standards were referenced in the creation of this document:

- 2004 HMIS Data and Technical Standards Final Notice
- Guidance on HPRP Subgrantee Data Collection and Reporting for Victim Service Providers
- 2010 HMIS Data Standards Revised Notice
- 2011 HMIS Requirements Proposed Rule

2.0 Revision History

This Governance Charter shall be reviewed and, if necessary, revised at least annually by the Continuum of Care. See Section 6.10 of the Santa Barbara County HMIS Policies and Procedures related to changes of this and other documents.

| Date | Author | Description |
|------------|--|---|
| 11/30/2013 | Community Technology Alliance (www.CTAGroup.org) | New document referencing all HUD standards and 2011 HEARTH HMIS Proposed Rule |

3.0 Continuum of Care

The Continuum of Care, hereafter known as XXXX, is responsible for fulfilling all of the duties designated to the Continuum of Care in this document and any other policies and/or documents adopted by the Continuum of Care to govern HMIS, including but not limited to the Santa Barbara County HMIS Policies and Procedures and Security Plan, the Memorandum of Understanding, and the Data Quality Standards. XXXX is also responsible for fulfilling the duties designated to the Continuum of Care in all applicable HUD HMIS Standards. The Continuum of Care holds in trust any and all data entered into HMIS on behalf of the clients served by the

community and is responsible for ensuring that appropriate policies, procedures and standards are in place governing the access, use and dissemination of data stored in the system.

3.1 HMIS Oversight

HMIS Administration will be overseen by the following Continuum of Care bodies:

- Designation of the single official HMIS implementation - XXXX,
- Designation an HMIS Lead Agency - XXXX,
- Adopting an HMIS Governance Charter - XXXX,
- Executing the HMIS Governance Charter - XXXX,
- Maintaining documentation of compliance with the HMIS Governance Charter - XXXX,
- Authorizing incorporation of new Partner Agencies - XXXX,
- Reviewing and revising all HMIS plans, forms, standards and governance documents - XXXX,
- Approving all HMIS plans, forms, standards and governance documents - XXXX,
- Developing and overseeing implementation of a strategic plan for HMIS participation, development and use in data-driven decision making - XXXX,
- Adopting a strategic plan for HMIS participation, development and use in data-driven decision making - XXXX,
- Authorizing the release of aggregate system-wide data on homelessness within the Continuum of Care at least annually - XXXX,
- Confirming the resolution of security breaches - XXXX,
- Using HMIS data to identify gaps in services to the homeless - XXXX,
- Using HMIS data to promote solutions to local policy makers - XXXX,
- Promoting and/or enforcing HMIS participation - XXXX,
- Ensuring sufficient HMIS funding - XXXX,
- Educating and raising consciousness of the community about homelessness - XXXX.

4.0 HMIS Lead Agency

The Continuum of Care designates the Housing and Community Development Division of the Community Services Department of the County of Santa Barbara as the HMIS Lead Agency for the Santa Barbara County HMIS. The Housing and Community Development Division of the Community Services Department of the County of Santa Barbara will be responsible for fulfilling all of the duties designated to the HMIS Lead Agency in this document and any other policies and/or documents adopted by the Continuum of Care to govern HMIS, including but not limited to the Santa Barbara County HMIS Policies and Procedures and Security Plan, the Memorandum of Understanding, and the Data Quality Standards. The Housing and Community Development Division of the Community Services Department of the County of Santa Barbara is also responsible for fulfilling the duties designated to the HMIS Lead Agency in all applicable HUD HMIS Standards.

The designation of HMIS Lead Agency will have an effective duration of XX years. Upon the agreement of both the Continuum of Care and the current HMIS Lead Agency, the designation may be evaluated more frequently. The Continuum of Care must provide 90-days written notice to the HMIS Lead Agency prior to terminating the designation.

5.0 HMIS Software

XXXX designates the Bowman Systems' ServicePoint installation managed by the Housing and Community Development Division of the Community Services Department of the County of Santa Barbara as the single official HMIS software for the Santa Barbara Continuum of Care. The HMIS Lead Agency is responsible for negotiating and executing a contract for software and services with the designated HMIS software vendor. The HMIS Lead Agency will be the sole point-of-contact for the community with the software vendor. The community may select a new HMIS software with the consent of both the Continuum of Care and the HMIS Lead Agency. Both the Continuum of Care and the HMIS Lead Agency are aware that HMIS planning costs are not an eligible SHP expense.

6.0 Participation in HMIS

It is a governing principle of the Santa Barbara County HMIS that to best serve the community's clients the community will encourage broad HMIS participation by human services agencies. New Partner Agencies (referred to by HUD as Covered Homeless Organizations or CHOs) may be incorporated into HMIS XXXX. Each Partner Agency shall confirm its participation in HMIS and commitment to comply with all HMIS governance documents by entering into a Memorandum of Understanding with the HMIS Lead Agency. This partnership agreement will require the Partner Agency to comply with all applicable HUD and Continuum of Care HMIS policies and standards. Each Partner Agency shall re-confirm its participation in HMIS and commitment to comply with all applicable HUD and Continuum of Care HMIS policies and standards at least annually.

7.0 Compliance

The HMIS Lead Agency is empowered to take the actions prescribed in the Santa Barbara County HMIS Policies and Procedures to monitor, remediate and sanction Partner Agencies and End Users to promote compliance with all applicable HUD and Continuum of Care HMIS policies and standards. The Continuum of Care reserves the right to permanently revoke HMIS access for a Partner Agency or End User for a serious and/or willful breach of security or privacy.

8.0 Participation Fee

At this time, Partner Agencies are not required to pay a fee for participation in the Santa Barbara County HMIS implementation.

9.0 Documentation

Documentation of the Continuum of Care's compliance with this governance charter will be maintained by the XXXX.

DRAFT

Applicant Name: Santa Maria/Santa Barbara County CoC
Applicant Number: CA-603
Project Name: CA-603 CoC Registration FY2013
Project Number: COC_REG_2013_085530

Clarifying Information about this Submission

We are providing this additional information to avoid any misunderstanding as to the 2013 CoC Plan.

1. The Project Listing is in error. eSNAPS assigned the label T@ to the Riviera Dual Diagnosis project, but this project was not reduced so it should appear as W2. The project that was cut, Second Stage, appears as W11 but it should read T11.
2. Exhibit 3I (Reallocation: Balance Summary) shows a balance of \$74,410 because this is the sum being reduced by virtue of the 5% cut. In other words, these funds should be allocated to cover the reduction in funding.

County of Santa Barbara
BOARD OF SUPERVISORS



First District - Salud Carbajal
Second District - Janet Wolf, Vice Chair
Third District - Doreen Farr
Fourth District - Peter Adam
Fifth District - Steve Lavagnino, Chair

Mona Miyasato, County Executive Officer

Agenda

Tuesday, January 21, 2014

9:00 AM

COUNTY ADMINISTRATION BUILDING
BOARD HEARING ROOM, FOURTH FLOOR
105 EAST ANAPAMU STREET, SANTA BARBARA

The Board of Supervisors meets concurrently as the Board of Directors of the Flood Control & Water Conservation District, Water Agency, the Santa Barbara Fund for Public and Educational Access and other Special Districts.

Live Web Streaming of the Board of Supervisors Meetings, Agendas, Supplemental Materials and Minutes of the Board of Supervisors are available on the internet at: www.countyofsb.org

Persons may address the Board of Supervisors in person or by using the remote video testimony system located at the County Administration Building, Board Hearing Room, Fourth Floor, 105 East Anapamu Street, in Santa Barbara or at the Betteravia Government Center, Board of Supervisors' Conference Room, 511 East Lakeside Parkway, Santa Maria. Persons may address the Board on any matter listed on the agenda by completing and delivering to the Clerk a speaker slip before the item is considered. Matters not listed on the agenda may be addressed during the public comment period at the conclusion of the administrative agenda. Further information on agenda items can be obtained in the Clerk of the Board Office, Room 407, in the County Administration Building in Santa Barbara.

Board Meeting Procedures

The Board of Supervisors is the legislative body for the County of Santa Barbara. Persons are encouraged to attend and testify before the Board on any matter appearing on the agenda. Correspondence to the Board regarding items appearing on the agenda should be directed to the Clerk of the Board, 105 East Anapamu Street, Room 407, Santa Barbara CA 93101. For information regarding the meetings of the Board of Supervisors including specific meeting times contact the Clerk of the Board at (805) 568-2240. Procedures for the conduct of the meetings of the Board of Supervisors can be found in Board Resolutions 09-368 (General) and 91-333 (Land Use).

The schedule of the Board of Supervisors, meeting agendas, supplemental hearing materials and minutes of the Board meetings are available on the Internet at: www.countyofsb.org

Board Meetings are televised live on County of Santa Barbara TV channel 20. For information about obtaining a videotape of a public hearing or a schedule of CSBTV broadcasts please call (805) 568-3427.

Late Distribution

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to all or a majority of the members of the Board of Supervisors less than 72 hours prior to that meeting are available for inspection in the Clerk of the Board Office, 105 East Anapamu Street, Room 407, Santa Barbara, CA, at the Office of the Board of Supervisors, Betteravia Government Center, 511 East Lakeside Parkway, Santa Maria, CA and on the Internet at: <http://santabarbara.legistar.com/Calendar.aspx#current>.

Disability Access

The Board of Supervisors Hearing Room in Santa Barbara is located on the Fourth Floor of the County Administration Building, 105 East Anapamu Street. The Hearing Room is wheelchair accessible. Accessible public parking is available behind the County Administration Building and in City Parking Lot #6 located at the corner of Anacapa Street and Anapamu Street.

The Board of Supervisors Hearing Room in Santa Maria is located at the Betteravia Government Center, 511 East Lakeside Parkway, Santa Maria. The Hearing Room is wheelchair accessible. Accessible public parking is available at the Betteravia Government Center.

American Sign Language interpreters, Spanish language interpretation and sound enhancement equipment may be arranged by contacting the Clerk of the Board of Supervisors by 4:00 p.m. on Friday before the Board meeting. For information about these services please contact the Clerk of the Board at (805) 568-2240.

Closed Session

The Board of Supervisors conducts a Closed Session every Tuesday between 12:00 P.M. and 1:00 P.M. and at 7:50 A.M. as necessary. Closed Sessions are not open to the public. Matters discussed during Closed Session include existing and pending litigation, personnel matters and real property negotiations. Actions taken by the Board during Closed Session will be announced during open session (Gov. Code Sections 54957.1(a) & (b), Ralph M. Brown Act). The Closed Session agenda is posted as an addendum to the Board's agenda each Friday in the Office of the Clerk of the Board. For information related to Closed Session announcements please contact County Counsel at (805) 568-2950.

9:00 A.M. Convene to Regular Session**Roll Call****Pledge of Allegiance****Approval of Minutes of the January 14, 2014 Meeting****12:00 P.M. Recess to Closed Session****Report from Closed Session**[14-00009](#)

Closed Session Agenda 2014

Public Comment Period

Persons desiring to address the Board must complete and deliver to the Clerk the form which is available at the Hearing Room entrance prior to the commencement of this comment period. THE PUBLIC COMMENT PERIOD IS RESERVED FOR COMMENT ON MATTERS WITHIN THE SUBJECT MATTER JURISDICTION OF THE BOARD OF SUPERVISORS. EACH PERSON MAY ADDRESS THE BOARD FOR UP TO THREE MINUTES AT THE DISCRETION OF THE CHAIR, FOR A TOTAL PUBLIC COMMENT PERIOD OF NO MORE THAN 15 MINUTES. (Resolution No. 09-368) (14-00001)

WHEN TESTIFYING BEFORE THE BOARD OF SUPERVISORS, PERSONAL ATTACKS AND OTHER DISRUPTIVE BEHAVIOR ARE NOT APPROPRIATE.

Administrative Agenda

All matters listed hereunder constitute a consent agenda, and will be acted upon by a single roll call vote of the Board. Matters listed on the Administrative Agenda will be read only on the request of a member of the Board or the public, in which event the matter shall be removed from the administrative agenda and considered as a separate item.

Resolutions to be Presented at 9:00 A.M.**A-1) SUPERVISOR CARBAJAL**[14-00064](#)

Adopt a Resolution proclaiming January 2014 as Mentoring Month in Santa Barbara County.

A-2) SUPERVISOR CARBAJAL [14-00069](#)

Adopt a Resolution of Commendation honoring Shirley D. Moraga upon her retirement from the Housing and Community Development Department after 31 years of outstanding service to the County of Santa Barbara.

A-3) SUPERVISOR CARBAJAL, SUPERVISOR WOLF [14-00065](#)

Adopt a Resolution of Commendation honoring the life and legacy of Dr. Martin Luther King Jr.

A-4) SUPERVISOR ADAM [14-00077](#)

Adopt a Resolution of Commendation honoring Arthur Dossey, LCSW for his dedicated service to Santa Barbara County.

A-5) SUPERVISOR LAVAGNINO [14-00013](#)

Adopt a Resolution of Commendation honoring Christina Lopez of the Public Works Department as the January 2014 Santa Barbara County Employee of the Month.

A-6) SUPERVISOR LAVAGNINO [14-00056](#)

Adopt a Resolution of Commendation honoring Jan Luc, Shirley Casier, Annette Winters, Eva Taber, Jill McKay and Jill Farrence as the Alcohol, Drug, and Mental Health Services (ADMHS) Psychiatric Health Facility Volunteers of the Month for January 2014.

Administrative ItemsA-7) AGRICULTURAL COMMISSIONER [14-00058](#)

Consider recommendations regarding the Pest Exclusion Program Agreement No. 13-0163, as follows:

a) Approve and authorize the Chair to execute an Agreement with the California Department of Food and Agriculture to receive reimbursement for the County's High Risk Pest Exclusion Program for the period of July 1, 2013 through June 30, 2014 in the amount of \$80,781.26; and

b) Determine that the above action involves government funding mechanisms and/or fiscal activities and is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4).

A-8) AGRICULTURAL COMMISSIONER**14-00060**

Consider recommendations regarding the United States Forest Service (USFS) State and Private Forestry Weed Management Agreement No. 13-0350-SF, First District, as follows:

a) Approve and authorize the Chair to execute an Agreement with the California Department of Food and Agriculture to receive reimbursement from the U.S. State and Private Forestry Weed Management Agreement for the control of *Euphorbia terracina*, a regulated noxious weed, in Mission Canyon, Santa Barbara County, for the period of September 1, 2013 through June 30, 2015, in the amount of \$29,378.00; and

b) Determine that the above project is exempt under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15304 Minor Alterations to Land; § 15307 Actions by Regulatory Agency for Protection of Natural Resources; and § 15333 Small Habitat Restoration Projects, and direct staff to file a notice of exemption.

A-9) AGRICULTURAL COMMISSIONER**14-00061**

Consider recommendations regarding the approval of the Light Brown Apple Moth Agreement No. 13-0359-SF, as follows:

a) Approve and authorize the Chair to execute an Agreement with the California Department of Food and Agriculture for the Agricultural Commissioner's Office to be reimbursed for regulatory activities for the Light Brown Apple Moth Program in the County of Santa Barbara for the period of October 1, 2013 through December 31, 2013 in the amount of \$36,960.81; and

b) Determine that the above action involves government funding mechanisms and/or fiscal activities and is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4).

A-10) AGRICULTURAL COMMISSIONER**14-00062**

Consider recommendations regarding the Weights and Measures Programs Agreement No. 13-0403-SA, as follows:

a) Approve and authorize the Chair to execute an Agreement with the California Department of Food and Agriculture for the County Weighmaster Compliance Program of Santa Barbara County for the period of January 1, 2014 through June 30, 2014 in the amount of \$2,640.00; and

b) Determine that the proposed action involves government funding mechanisms and/or fiscal activities and is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4) and direct staff to file a notice of exemption.

A-11) ALCOHOL, DRUG AND MENTAL HEALTH SERVICES[14-00079](#)

Consider recommendations regarding an Amendment to the Agreement with Medical Doctor Associates, as follows:

a) Approve and authorize the Chair to execute an Amendment to the Agreement with Medical Doctor Associates (not a local vendor) to add a rate specific to temporary psychiatry assignments at the Santa Barbara County Psychiatric Health Facility within the existing maximum Contract amount of \$660,000.00 through June 30, 2014, as previously approved by the Board of Supervisors on June 18, 2013; and

b) Determine that the approval of the Amendment to the Contract is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the activities are covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activities in question may have a significant effect on the environment, the activities are not subject to CEQA.

A-12) ALCOHOL, DRUG AND MENTAL HEALTH SERVICES[14-00080](#)

Consider recommendations regarding Investment in the Mental Health Wellness Act of 2013 Grant Applications, as follows:

a) Receive and file a report that the Alcohol, Drug and Mental Health Services Department (ADMHS) is pursuing grant funding associated with the Investment in the Mental Health Wellness Act of 2013 (California Senate Bill 82), through grants released by the California Mental Health Services Oversight and Accountability Commission (MHSOAC) and the California Health Facilities Financing Authority (CHFFA);

b) Direct staff to return to the Board of Supervisors for consideration of acceptance, should the grants be awarded; and

c) Determine that the approval of the recommended actions is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3), finding that the activities are covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and where it can be seen with certainty that there is no possibility that the activities in question may have a significant effect on the environment, the activities are not subject to CEQA.

ADDENDUM**Department requests withdrawal of Administrative Item No. A-13)****A-13) COMMUNITY SERVICES****14-00066**

Consider recommendations regarding an Agreement to Provide Affordable Housing and a Rental Restrictive Covenant and a Preemptive Right for the Park Hill Estates Subdivision, 10TRM-00000-00001, Second District, as follows:

a) Approve and authorize the Chair to execute an Agreement to Provide Affordable Housing and Rental Restrictive Covenant and Preemptive Right for the Park Hill Estates Subdivision (the "Agreement"), and direct staff to record the Agreement; and

b) Find that pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15162, no substantial changes are proposed, and no new information of substantial importance has come to light regarding environmental effects of the Park Hill Estates Subdivision (the "Project") or the sufficiency or feasibility of mitigation measures, and therefore approval of the Agreement is within the scope of the Project covered by the Final Mitigated Negative Declaration 11NGD-00000-00013 (MND) that was adopted by the Board of Supervisors on October 16, 2012 together with the Addendum to the MND that was approved by the Board of Supervisors on July 9, 2013 and that therefore no new environmental documentation is required.

ADDENDUM**Department requests withdrawal of Administrative Item No. A-14)****A-14) COMMUNITY SERVICES****14-00067**

Consider recommendations regarding an Agreement to Provide Affordable Housing and Restrictive Covenant and Preemptive Right for The Knoll Subdivision, 07TRM-00000-00005, 07DVP-00000-00031, Second District, as follows:

a) Approve and authorize the Chair to execute an Agreement to Provide Affordable Housing and Restrictive Covenant and Preemptive Right for The Knoll Subdivision (the “Agreement”), and direct Staff to record the Agreement; and

b) Find that pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15162, no substantial changes are proposed, and no new information of substantial importance has come to light regarding environmental effects of the Knoll Subdivision (the “Project”) or the sufficiency or feasibility of mitigation measures, and therefore approval of the Agreement is within the scope of the Project covered by the Final Mitigated Negative Declaration (MND) (08-NGD-00000-00020) that was adopted by the County Planning Commission on December 10, 2008, and that therefore no new environmental documentation is required.

A-15) COUNTY COUNSEL**14-00059**

Consider recommendations regarding an Amendment to the Conflict of Interest Code of the Goleta Water District, as follows:

a) Approve the proposed amendments to the Conflicts of Interest Code of the Goleta Water District; and

b) Determine that the above action is an organizational or administrative activity of government that is not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA Guidelines.

A-16) COUNTY EXECUTIVE OFFICE**14-00072**

Approve Budget Revision Requests (SEE EXHIBIT A WITH POSTED AGENDA). (4/5 Vote required).

A-17) COUNTY EXECUTIVE OFFICE[14-00076](#)

Consider recommendations regarding the appointment of a Public Health Department Health Officer, as follows:

- a) Appoint Dr. Charity Thoman as the County's Health Officer on an interim basis and direct staff to notify the California Department of Public Health of the appointment; and
- b) Determine that this action is exempt from the California Environmental Quality Act (CEQA) review as it is not a project pursuant to CEQA Guidelines section 15378 (b) (2).

A-18) GENERAL SERVICES[14-00063](#)

Consider recommendations regarding Engineering Building Alterations for the Community Services Department, Project No. 8735, First District, as follows:

- a) Approve and authorize the Chair to execute a Construction Contract with GRD Construction for the Engineering Building Alterations for the Community Services Department Project, for a base Contract amount of \$432,044.00;
- b) Authorize the Director of General Services or designee to order changes or additions in the work being performed via change orders in the amount not to exceed \$34,102.20, as authorized under California Public Contract Code Section 20142; and
- c) Determine that this project was previously found to be categorically exempt from the provisions of the California Environmental Quality Act (CEQA) on August 20, 2013; and upon your Board's approval of the plans and specifications for this project, that a Notice of Exemption was filed on that basis, and that no subsequent environmental document is required.

A-19) PROBATION[14-00057](#)

Authorize the Chief Probation Officer to submit an application, execute the Grant Award Agreement, and accept the anticipated funding of the Federal Fiscal Year 2015 California Office of Traffic Safety (OTS) Grant in the amount of \$130,128.99 for the period covering October 1, 2014, to September 30, 2015.

Hearing Requests**A-20) PLANNING AND DEVELOPMENT**[14-00075](#)

Set a hearing to consider the Planning Commission's recommendation for approval of the Orcutt Union School District project, Orcutt Community Plan Keysite 17, Case Nos. 09GPA-00000-00004 and 09RZN-00000-00012, located approximately 130 feet southeast of the intersection of Soares Avenue and First Street, in the Old Town Orcutt area, APNs 105-134-004 and -005, 105-330-005 and -006, Fourth District, and act as follows:
(Set hearing for February 11, 2014. Time estimate 30 minutes)

- a) Make the required findings for approval of the project, including California Environmental Quality Act (CEQA) findings;
- b) Certify the Final Subsequent Environmental Impact Report (11EIR-00000-00003), and the revision letter dated August 28, 2013, and adopt the Mitigation Monitoring and Reporting Program (Section 11 of 11EIR-00000-00003);
- c) Approve a Comprehensive Plan Amendment (09GPA-00000-00004) and adopt a Resolution approving the following:
 - i) Changing the Land Use Designation on the subject parcels from Residential 8.0 units/acre (Res-8.0) to Residential 20 units/acre (Res-20);
 - ii) Revising Orcutt Community Plan Policy KS17-1, and the portion of Action KS17-6 relative to density; revising Development Standard KS17-2 relative to height limitations; and
 - iii) Adding Development Standards KS17-7, KS17-8, KS17-9, and KS17-10; and
- d) Approve a Rezone (09RZN-00000-00012) amending the zone district on the subject parcels from Small Lot Planned Development (SLP) to Design Residential, 20 units/acre (DR-20).

A-21) PLANNING AND DEVELOPMENT[14-00073](#)

Set a hearing to consider the recommendations of the County Planning Commission regarding the Van Wingerden Greenhouses project, including a Zoning Map Amendment and a Development Plan (Case Nos. 11RZN-00000-00001, 10DVP-00000-00010, and 11CDP-00000-00009), located on the south side of Foothill Road, adjacent to 3883 Foothill Road, in the Coastal Zone of the Toro Canyon area, APN 005-310-024, First District, and act as follows:

(Set hearing for February 4, 2014. Time estimate: 30 minutes)

- a) Make the required findings for approval of the project including California Environmental Quality Act (CEQA) findings;
- b) After considering the environmental review documents (EIR Addendum dated December 4, 2013, together with previously certified Revised Final Environmental Impact Report 99-EIR-02 RV1), determine that, as reflected in the CEQA findings, no subsequent Environmental Impact Report shall be prepared for this project;
- c) Adopt an Ordinance (11RZN 00000 00001) amending the zoning map for the Carpinteria Agricultural Overlay to delete the view corridor designation from the subject parcel; and
- d) Approve the project, 10DVP-00000-00010 (with a Development Plan modification to parking requirements) and 11CDP-00000-00009, subject to the conditions of approval.

A-22) PLANNING AND DEVELOPMENT[14-00074](#)

Set a hearing to consider the appeals (Case No. 13APL-00000-00037 and 13APL-00000-00038) of the County Planning Commission's Approval of the Paradiso del Mare Ocean and Inland Estates Project (Case Nos. 06CDH-00000-00038, 06CDH-00000-00039, 07CUP-00000-00065, 09CDP-00000-00045, 10CUP-00000-00039, and 10CDP-00000-00094), as follows:

(Set hearing for February 4, 2014. Time estimate: 2 hours 30 minutes)

- a) Deny the appeals, Case Numbers 13APL-00000-00037 and 13APL-00000-00038;
- b) Make the required findings for approval of the project, including California Environmental Quality Act (CEQA) findings;
- c) Certify the Environmental Impact Report (EIR), 09EIR-00000-00003 as modified by the August 2013 Updated Biological Resources Section (3.4) of the EIR Revision Letter RV1 dated March 19, 2013, and EIR Revision Letter RV2 and adopt the mitigation monitoring program contained in the conditions of approval; and
- d) Approve de novo the project, Case Numbers 06CDH-00000-00038, 06CDH-00000-00039, 09CDP-00000-00045, 07CUP-00000-00065, 10CUP-00000-00039, and 10CDP-00000-00094 subject to the conditions of approval.

Board of Supervisors**ADDENDUM****Item A-23) on the Administrative Agenda is amended, as follows:**

A-23) SUPERVISOR CARBAJAL [14-00088](#)

Approve the reappointment of Sue Burrows to the Montecito Planning Commission, term ending January 4, ~~2015~~ 2016, First District.

A-24) SUPERVISOR CARBAJAL [14-00089](#)

Approve the reappointment of J' Amy Brown to the Montecito Planning Commission, term ending January 3, 2016, First District.

A-25) SUPERVISOR ADAM [14-00087](#)

Approve the appointment of Cindy Lee Litzinger to the Commission for Women, term ending January 20, 2017, Fourth District.

Approval of Administrative Agenda

Departmental Agenda
Planning Items and Public Hearings

1) ALCOHOL, DRUG AND MENTAL HEALTH SERVICES [14-00081](#)

HEARING - Receive and file a staff presentation regarding the Santa Barbara County Psychiatric Health Facility. (EST. TIME: 1 HR.)

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: APPROVE

2) COMMUNITY SERVICES [14-00078](#)

HEARING - Consider recommendations regarding an application for U.S. Department of Housing and Urban Development Fiscal Year 2013 Continuum of Care Program Competition, as follows: (EST. TIME: 30 MIN.)

a) Authorize the Director of the Community Services Department or designee to execute and submit an application to the United States Department of Housing and Urban Development (HUD) for its Fiscal Year (FY) 2013 Continuum of Care (CoC) Program Competition;

b) Authorize the Director of the Community Services Department or designee to execute and submit all certifications, standard forms, and other related documents required for the submission of the application for the FY 2013 CoC Program Competition; and

c) Determine that the submission and execution of the application and all certifications, standard forms, and other related documents required for submission of the application for the FY 2013 CoC Program Competition is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is a creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (NOE).

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: APPROVE

3) COUNTY EXECUTIVE OFFICE [14-00030](#)

HEARING - Consider, accept and forward to the Office of the Governor, Santa Barbara County Board of Supervisor nomination(s) of at least one member of a Board of Supervisors and/or at least one member of a City Council from San Luis Obispo, Santa Barbara and Ventura Counties for appointment as the South Central Coast Region representative of the California Coastal Commission. (EST. TIME: 20 MIN.)

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: POLICY

Departmental Item No. 4) Time Certain - 1:30 P.M.4) COUNTY EXECUTIVE OFFICE[14-00083](#)

HEARING - Consider recommendations regarding a proposed Ordinance enacting a business license tax on the business of producing oil and Resolution to place an Ordinance on the Ballot, as follows: (EST. TIME: 1 HR.)

- a) Receive and consider a report from staff regarding a possible business license tax on the business of producing oil in the unincorporated areas of the County;
- b) Consider the introduction (First Reading) of an Ordinance enacting Chapter 22 Article VI of the Santa Barbara County Code imposing a business license tax on the business of producing oil;
- c) Read title: "Ordinance of the Board of Supervisors of the County of Santa Barbara Enacting Chapter 22 Article VI of the Santa Barbara County Code Imposing a Business License Tax on the Business of Producing Oil" and waive reading of the Ordinance in full;
- d) Appoint member(s) of the Board of Supervisors to author, sign and submit on behalf of the Board an argument in favor of the business license tax ballot measure and any rebuttal; and
- e) Set a hearing on the Administrative Agenda for February 4, 2014 to consider recommendations, as follows:
 - i) Consider adoption (Second Reading) of an Ordinance enacting Chapter 22 Article VI of the Santa Barbara County Code imposing a business license tax on the business of producing oil;
 - ii) Consider the adoption of a Resolution proposing to impose a business license tax on the business of producing oil, submitting the proposed Ordinance and ballot language to the electorate for approval, and requesting and ordering consolidation with the June 3, 2014 general election;
 - iii) Direct the Clerk of the Board to forward the Board-initiated Ordinance to County Counsel for the preparation of an impartial analysis; and
 - iv) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(4) of the CEQA Guidelines because they consist of the creation of government funding mechanisms which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption on that basis. The proposed Ordinance states that prior to commencement of any project that may result from the expenditure of revenues from this tax, any necessary environmental review required by CEQA shall be completed.

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: POLICY

ADDENDUM

Departmental Item No. 5) is added to the Agenda, as follows:

5) COUNTY EXECUTIVE OFFICE14-00090

HEARING - Consider recommendations regarding a Drought Proclamation, as follows:
(EST. TIME: 10 MIN.)

a) Adopt a Resolution ratifying the proclamation of a local emergency for drought and water supply conditions that exist in Santa Barbara County; and

b) Direct the Office of Emergency Management to return monthly for re-ratification of the Emergency until such a time that weather and water supply conditions dictate otherwise.

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: APPROVE

Adjourn to**Tuesday, February 4, 2014****County Administration Building
Board Hearing Room
105 East Anapamu Street , Fourth Floor
Santa Barbara****Challenges**

IF YOU CHALLENGE A DETERMINATION MADE ON A MATTER ON THIS AGENDA IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE PUBLIC HEARING DESCRIBED IN THIS NOTICE, OR IN WRITTEN CORRESPONDENCE TO THE BOARD OF SUPERVISORS AT, OR PRIOR TO, THE PUBLIC HEARING.

Announcements

The meeting of Tuesday, January 21, 2014 will be telecast live on County of Santa Barbara TV Channel 20 at 9:00 AM, and will be rebroadcast on Thursday, January 23, 2014, at 5:00 PM and on Saturday, January 25, 2014, at 10:00 AM on CSBTV Channel 20.

THE BOARD OF SUPERVISORS WILL NOT BE MEETING ON TUESDAY, JANUARY 28, 2014 THIS IS A 4TH TUESDAY. THE NEXT REGULAR MEETING OF THE BOARD OF SUPERVISORS WILL BE ON TUESDAY, FEBRUARY 4, 2014 IN SANTA BARBARA.

<http://www.countyofsb.org>