



NEVADA COUNTY
HEALTH & HUMAN SERVICES
AGENCY

BEHAVIORAL HEALTH DEPARTMENT
(Mental Health, Drug and Alcohol Program)

Health & Human Services
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Jeffrey S. Brown, MPH, MSW

Behavioral Health Director:
Michael Heggarty, MFT

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Director:
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November 19, 2012

Honorable Board of Supervisors
Eric Rood Administrative Center
950 Maidu Avenue
Nevada City, CA 95959

DATE OF MEETING: December 11, 2012

SUBJECT: 1) Resolution authorizing execution of the Supportive Housing Program (SHP) Agreement with the United States Department of Housing and Urban Development (HUD) for \$109,244 of grant funding for the Summer's Haven Housing Project; and 2) Resolution authorizing and directing the Auditor-Controller to amend Behavioral Health's Fiscal Year 2012/13 budget.

RECOMMENDATION: Approve the attached Resolutions.

FUNDING: The grant funding provided under this agreement is from federal dollars provided through the U.S. Department of Housing and Urban Development (HUD), Office of Community Planning and Development. The Supportive Housing Program is authorized by Title IV, Subtitle C, of the McKinney-Vento Homeless Assistance Act of 1987. It is designed to promote, as part of a local Continuum of Care Strategy, the development of long-term, community-based housing and supportive services for homeless persons with disabilities. The County is to receive \$109,244 under this agreement, and it will be used to support 13 housing vouchers, operational costs such as the purchase of furniture for residents, and related project administrative expenses. Grant funding requirements necessitates a county match. The department will meet this match mainly through the provision of supportive services and a small amount of Mental Health Services Act (MHSA) department dollars. There are no county general funds required in the Agreement.

The attached budget Resolution is needed to reflect an increase of unanticipated revenue and expenditures associated with the project for the department's fiscal year 2012/13 budget. This Resolution requires adoption by 4/5's approval by the Board of Supervisors.

BACKGROUND: This Supportive Housing Grant Program will provide long-term, community-based housing and supportive services for homeless persons with disabilities. About half the people experiencing homelessness suffer from a mental health issue, according to the National Alliance to End Homelessness. Mental and physical health problems are often

exacerbated by living on the streets and or/ shelters. Nevada County's grant targets individuals with a mental health disability.

The three basic goals for each SHP project are:

- To help program participants obtain and remain in permanent housing;
- To help participants increase skills and/or income. Meeting this goal will allow the participant to secure an income to live as independently as possible; and
- To help participants achieve greater self-determination.

To be eligible for the program the individual has to:

- Be homeless
 - Live in a place not meant for human habitation, such as cars, parks, sidewalks, and abandoned buildings;
 - An emergency shelter; or
 - Transitional housing for homeless persons
 - A person in one of the three above, but most recently spent less than 90 days in a jail or institution, he or she qualifies as coming from one of these three categories
- Have a mental health disability
 - A disability as defined in Section 223 of the Social Security Act
 - To be determined to have a mental health impairment which:
 - Is expected to be long-continued and indefinite duration
 - Substantially impedes and individual's ability to live independently, and
 - Of a nature that could be improved by more suitable housing conditions
- Have income of 50% or less of area median income (AMI); and
- Does not have resources or support network to obtain housing

The County will use the funds allocated under this agreement for real property leasing to rent structures or individual units to provide supportive housing to clients. This type of supportive housing enables special needs populations to live as independently as possible in a permanent setting.

It is recommended that the Board support approval of this Agreement, as it will provide funds to support safe, long-term housing for community members, and these stable housing environments with supportive services have proven critical to helping people move from homelessness toward recovery.

Please contact me if any additional information is required.

Respectfully submitted,



Michael J. Heggarty, MFT
Behavioral Health Director

MJH/cs



RESOLUTION No. _____

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION AUTHORIZING EXECUTION OF THE 2011 SUPPORTIVE HOUSING PROGRAM (SHP) GRANT AGREEMENT WITH THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, grant funding provided under this Agreement is designed to promote, as part of a local Continuum of Care Strategy, the development of long-term, community based housing and supportive services for homeless persons with disabilities; and

WHEREAS, Nevada County's grant project will target individuals with mental health disabilities; and

WHEREAS, funds under this agreement will be used to support thirteen (13) housing vouchers, operational costs such as purchase of furniture for residents, and project administrative costs; and

WHEREAS, the grantee (County) must comply with the requirements of the Supportive Housing Program at the time grant recipient is awarded funds, and therefore the County must comply with the requirements pertaining to site control and environmental review and will be required to enter into lease agreements with the landlord(s) for units/structures for SHP participants use at such time the County begins to operate the program; and

WHEREAS, this project will greatly benefit citizens of Nevada County as it provides funds to support stable housing environments with supportive services that have proven critical to helping individuals move from homelessness toward recovery.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Nevada, State of California, that that certain 2011 Supportive Housing Program (SHP) Agreement, by and between the County and the U.S. Department of Housing and Urban Development, Office of Community Planning and Development, pertaining to awarding the County's Behavioral Health Department grant funds for development of long-term community housing for homeless persons with disabilities as part of the Summer's Haven Housing Project in the maximum amount of \$109,244 for a one-year term be and hereby is approved, and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Agreement on behalf of the County of Nevada.

Funds to be deposited into revenue account: 1589-40110-493-8301/446700.

FURTHERMORE, BE IT HEREBY RESOLVED by the Board of Supervisors that the County is hereby authorized to enter into certain necessary lease agreements for the Supportive Housing Program (SHP) for the purposes and pursuant to 24 CFR § 583.115 and Section 426 of the McKinney-Vento Act and 24 CFR § 583.320.

Grant No.: CA1093B9T151100
Project Name: Nevada County Behavioral Health Supportive Housing
Total Award Amount: \$109,244
Component:
Recipient: County of Nevada, 500 Crown Point Cr, STE 120, Grass Valley, CA 95945
Official Contact Person: Michael J. Heggarty
Telephone No.: 530-470-2784
Fax No.: 530-271-0257
Email Address: Michael.Heggarty@co.nevada.ca.us
Tax ID No.: 94-6000526
DUNS No.:
Effective Date: December 2012 (Estimated)
Project Location: County of Nevada

2011 Supportive Housing Program
Grant Agreement - New

This Grant Agreement is made by and between the United States Department of Housing and Urban Development (HUD) Nevada County (the Recipient).

The assistance which is the subject of this Grant Agreement is authorized by the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11381 (hereafter "the Act"). The term "grant" or "grant funds" means the assistance provided under this Agreement. This grant agreement will be governed by the Act, the Supportive Housing rule codified at 24 CFR part 583, which is attached hereto and made a part hereof as Attachment B, and the Notice of Funding Availability (NOFA), that was published in two parts. The first part was the Policy Requirements and General Section of the NOFA, and the second part was the Continuum of Care Homeless Assistance Programs section of the NOFA, which are located at <http://archives.hud.gov/funding/2011/fundsavail.cfm>. The term "Application" means the application submission on the basis of which HUD, including the certifications and assurances and any information or documentation required to meet any grant award conditions, on the basis of which HUD approved a grant. The Application is incorporated herein as part of this Agreement, however, in the event of a conflict between any part of the Application and any part of the Grant Agreement, the latter shall control. The Secretary agrees, subject to the terms of the Grant Agreement, to provide the grant funds in the amount specified at section 2 of Attachment A for the approved project described in the application. The Recipient agrees, subject to the terms of the Grant Agreement, to use the grant funds for eligible activities during the term specified at section 3 of Attachment A.

The Recipient must provide a 25 percent cash match for supportive services.

The Recipient agrees to comply with all requirements of this Grant Agreement and to accept responsibility for such compliance by any entities to which it makes grant funds available.

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The Recipient agrees to participate in a local Homeless Management Information System (HMIS) when implemented.

If the Recipient is a State or other governmental entity required to assume environmental responsibility, it agrees that no costs to be paid or reimbursed with grant funds will be incurred before the completion of such responsibilities and HUD approval of any required Request for Release of Funds.

The Recipient and project sponsor, if any, will not knowingly allow illegal activities in any unit assisted with grant funds.

The Recipient agrees to draw grant funds at least quarterly.

If, in the application, the Recipient indicated that activities in any project will be carried out in an Empowerment Zone, an Enterprise Community, or an Enhanced Enterprise Community, as designated by HUD or the Department of Agriculture, the Recipient agrees to give priority placement in that project to eligible persons whose last known address was within the designated EZ/EC area or who are homeless persons living on the streets or in shelters within the designated areas.

HUD notifications to the Recipient shall be to the address of the Recipient as written above, unless HUD is otherwise advised in writing. Recipient notifications to HUD shall be to the HUD Field Office executing the Grant Agreement. No change may be made to the project nor any right, benefit, or advantage of the Recipient hereunder be assigned without prior written approval of HUD.

For any project funded by this grant, which is also financed through the use of the Low Income Housing Tax Credit, the following applies:

HUD recognizes that the Recipient or the project sponsor will or has financed this project through the use of the Low-Income Housing Tax Credit. The Recipient or project sponsor shall be the general partner of a limited partnership formed for that purpose. If grant funds were used for acquisition, rehabilitation or construction, then, throughout a period of twenty years from the date of initial occupancy or the initial service provision, the Recipient or project sponsor shall continue as general partner and shall ensure that the project is operated in accordance with the requirements of this Grant Agreement, the applicable regulations and statutes. Further, the said limited partnership shall own the project site throughout that twenty-year period. If grant funds were not used for acquisition, rehabilitation or new construction, then the period shall not be twenty years, but shall be for the term of the grant agreement and any renewal thereof. Failure to comply with the terms of this paragraph shall constitute a default under the Grant Agreement.

For any project receiving funds for acquisition, construction or rehabilitation, the following applies:

The Recipient is required to execute and file for record a deed restriction, covenant running with the land or similar arrangement that will assure to HUD's satisfaction, compliance with the twenty-year term of commitment and a lien against the property, in a form to be approved by HUD, to secure HUD's interest in the repayment of the grant.

If the Recipient and/or subrecipient wishes to sell or otherwise dispose of the assisted real property, they must request and receive written approval from the Department to dispose of the real property, advertise that disposition conditions apply to the assisted property, and abide by any other terms or conditions prescribed by HUD in the approval letter.

For projects involving acquisition, compliance with the recording requirement must be documented before release of any funds other than acquisition funds. For projects involving new construction or rehabilitation activities, compliance must be documented prior to the first release of federal funds. Evidence will be an original, executed document, in a form satisfactory to HUD, accompanied by a recording receipt. Upon completion of recordation, Recipient will provide HUD with an original, executed, recorded document.

A default shall consist of any use of grant funds for a purpose other than as authorized by this Grant Agreement, failure in the Recipient's duty to provide the supportive housing for the minimum term in accordance with the requirements of the Attachment A provisions, noncompliance with the Act or Attachment B provisions, any other material breach of the Grant Agreement, or misrepresentations in the application submissions which, if known by HUD, would have resulted in this grant not being provided. Upon due notice to the Recipient of the occurrence of any such default and the provision of a reasonable opportunity to respond, HUD may take one or more of the following actions:

- (a) direct the Recipient to submit progress schedules for completing approved activities; or
- (b) issue a letter of warning advising the Recipient of the default, establishing a date by which corrective actions must be completed and putting the Recipient on notice that more serious actions will be taken if the default is not corrected or is repeated; or
- (c) direct the Recipient to establish and maintain a management plan that assigns responsibilities for carrying out remedial actions; or
- (d) direct the Recipient to suspend, discontinue or not incur costs for the affected activity; or
- (e) reduce or recapture the grant; or
- (f) direct the Recipient to reimburse the program accounts for costs inappropriately charged to the program; or

- (g) continue the grant with a substitute Recipient of HUD's choosing; or
- (h) other appropriate action including, but not limited to, any remedial action legally available, such as affirmative litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions and any other available remedies.

No delay or omission by HUD in exercising any right or remedy available to it under this Grant Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Recipient default.

Recipients of assistance for acquisition, rehabilitation, or new construction shall file a certification of continued use for supportive housing for each year of the 20-year period from the date of initial occupancy.

If the Recipient's application received a selection priority for projects located in 100 percent rural areas, projects must serve 100 percent rural counties, or county equivalents. HUD will not agree to amend this Grant Agreement to authorize projects outside of a qualifying 100 percent rural county, or county equivalent.

The Recipient shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Dun and Bradstreet Data Universal Numbering System (DUNS), the Central Contractor Registration (CCR) database, and the Federal Funding Accountability and Transparency Act, including Appendix A to 2 CFR Part 25 (final guidance entitled *Financial Assistance Use of Universal Identifier and Central Contractor Registration*, published September 14, 2010 at 75 FR 55671) and Appendix A to 2 CFR Part 170 (interim final guidance entitled *Requirements for Federal Funding Accountability and Transparency Act Implementation*, published September 14, 2010 at 75 FR 55663).

This Grant Agreement constitutes the entire agreement between the parties hereto, and may be amended only in writing executed by HUD and the Recipient. More specifically, the Recipient shall not change recipients, location, services, or population to be served nor shift more than 10 percent of funds from one approved type of eligible activity to another without the prior written approval of HUD. The effective date of this Grant Agreement shall be the date of execution by HUD, except with prior written approval by HUD.

SIGNATURES

This Grant Agreement is hereby executed as follows:

UNITED STATES OF AMERICA
Secretary of Housing and Urban Development

By:

Signature and Date

Print name of signatory

Title

RECIPIENT

County of Nevada

Name of Organization

By:

Authorized Signature and Date

Ted S. Owens

Print name of signatory

Chair, Board of Supervisors

Title

g

ATTACHMENT A

1. The Recipient is Nevada County
2. HUD's total fund obligation for this project is \$109,244, which shall be allocated as follows:

a. Acquisition	\$0
b. New construction	\$0
c. Rehabilitation	\$0
d. Leasing	\$ 97,842
e. Supportive services	\$0
f. Operating costs	\$ 6,200
g. HMIS	\$0
h. Administration	\$ 5,202
3. Although this agreement will become effective only upon the execution hereof by both parties, the term of this agreement shall run for a period of (12 months), unless the grant includes funds for acquisition, construction or rehabilitation, in which case the term of this grant agreement shall run for a period of (12 months).
4. This Agreement incorporates the following Exhibits, which are attached hereto and made part hereof: Exhibit 1.

§ 583.115

this cost comparison, costs associated with rehabilitation or new construction may include the cost of real property acquisition.

(b) *Amount.* The maximum grant available for new construction is the lower of:

(1) \$400,000; or

(2) The total cost of the new construction, including the cost of land associated with that construction, minus the applicant's contribution toward the cost of same.

§ 583.115 Grants for leasing.

(a) *General.* HUD will provide grants to pay (as described in § 583.130 of this part) for the actual costs of leasing a structure or structures, or portions thereof, used to provide supportive housing or supportive services for up to five years.

(b)(1) *Leasing structures.* Where grants are used to pay rent for all or part of structures, the rent paid must be reasonable in relation to rents being charged in the area for comparable space. In addition, the rent paid may not exceed rents currently being charged by the same owner for comparable space.

(2) *Leasing individual units.* Where grants are used to pay rent for individual housing units, the rent paid must be reasonable in relation to rents being charged for comparable units, taking into account the location, size, type, quality, amenities, facilities, and management services. In addition, the rents may not exceed rents currently being charged by the same owner for comparable unassisted units, and the portion of rents paid with grant funds may not exceed HUD-determined fair market rents. Recipients may use grant funds in an amount up to one month's rent to pay the non-recipient landlord for any damages to leased units by homeless participants.

[58 FR 13871, Mar. 15, 1993, as amended at 59 FR 36891, July 19, 1994]

§ 583.120 Grants for supportive services costs.

(a) *General.* HUD will provide grants to pay (as described in § 583.130 of this part) for the actual costs of supportive services for homeless persons for up to five years. All or part of the supportive

24 CFR Ch. V (4-1-09 Edition)

services may be provided directly by the recipient or by arrangement with public or private service providers.

(b) *Supportive services costs.* Costs associated with providing supportive services include salaries paid to providers of supportive services and any other costs directly associated with providing such services. For a transitional housing project, supportive services costs also include the costs of services provided to former residents of transitional housing to assist their adjustment to independent living. Such services may be provided for up to six months after they leave the transitional housing facility.

[58 FR 13871, Mar. 15, 1993, as amended at 59 FR 36891, July 19, 1994]

§ 583.125 Grants for operating costs.

(a) *General.* HUD will provide grants to pay a portion (as described in § 583.130) of the actual operating costs of supportive housing for up to five years.

(b) *Operating costs.* Operating costs are those associated with the day-to-day operation of the supportive housing. They also include the actual expenses that a recipient incurs for conducting on-going assessments of the supportive services needed by residents and the availability of such services; relocation assistance under § 583.310, including payments and services; and insurance.

(c) *Recipient match requirement for operating costs.* Assistance for operating costs will be available for up to 75 percent of the total cost in each year of the grant term. The recipient must pay the percentage of the actual operating costs not funded by HUD. At the end of each operating year, the recipient must demonstrate that it has met its match requirement of the costs for that year.

[58 FR 13871, Mar. 15, 1993, as amended at 61 FR 51175, Sept. 30, 1996; 65 FR 30823, May 12, 2000]

§ 583.130 Commitment of grant amounts for leasing, supportive services, and operating costs.

Upon execution of a grant agreement covering assistance for leasing, supportive services, or operating costs, HUD will obligate amounts for a period not to exceed five operating years. The

total amount obligated will be equal to an amount necessary for the specified years of operation, less the recipient's share of operating costs.

(Approved by the Office of Management and Budget under OMB control number 2506-0112)
[59 FR 36891, July 19, 1994]

§ 583.135 Administrative costs.

(a) *General.* Up to five percent of any grant awarded under this part may be used for the purpose of paying costs of administering the assistance.

(b) *Administrative costs.* Administrative costs include the costs associated with accounting for the use of grant funds, preparing reports for submission to HUD, obtaining program audits, similar costs related to administering the grant after the award, and staff salaries associated with these administrative costs. They do not include the costs of carrying out eligible activities under §§ 583.105 through 583.125.

[58 FR 13871, Mar. 15, 1993, as amended at 61 FR 51175, Sept. 30, 1996]

§ 583.140 Technical assistance.

(a) *General.* HUD may set aside funds annually to provide technical assistance, either directly by HUD staff or indirectly through third-party providers, for any supportive housing project. This technical assistance is for the purpose of promoting the development of supportive housing and supportive services as part of a continuum of care approach, including innovative approaches to assist homeless persons in the transition from homelessness, and promoting the provision of supportive housing to homeless persons to enable them to live as independently as possible.

(b) *Uses of technical assistance.* HUD may use these funds to provide technical assistance to prospective applicants, applicants, recipients, or other providers of supportive housing or services for homeless persons, for supportive housing projects. The assistance may include, but is not limited to, written information such as papers, monographs, manuals, guides, and brochures; person-to-person exchanges; and training and related costs.

(c) *Selection of providers.* From time to time, as HUD determines the need,

HUD may advertise and competitively select providers to deliver technical assistance. HUD may enter into contracts, grants, or cooperative agreements, when necessary, to implement the technical assistance.

[59 FR 36892, July 19, 1994]

§ 583.145 Matching requirements.

(a) *General.* The recipient must match the funds provided by HUD for grants for acquisition, rehabilitation, and new construction with an equal amount of funds from other sources.

(b) *Cash resources.* The matching funds must be cash resources provided to the project by one or more of the following: the recipient, the Federal government, State and local governments, and private resources, in accordance with 42 U.S.C. 11386. This statute provides that a recipient may use funds from any source, including any other Federal source (but excluding the specific statutory subtitle from which Supportive Housing Program funds are provided), as well as State, local, and private sources, provided that funds from the other source are not statutorily prohibited to be used as a match. It is the responsibility of the recipient to ensure that any funds used to satisfy the matching requirements of this section are eligible under the laws governing the funds to be used as matching funds for a grant awarded under this program.

(c) *Maintenance of effort.* State or local government funds used in the matching contribution are subject to the maintenance of effort requirements described at § 583.150(a).

[58 FR 13871, Mar. 15, 1993, as amended at 73 FR 75326, Dec. 11, 2008]

§ 583.150 Limitations on use of assistance.

(a) *Maintenance of effort.* No assistance provided under this part (or any State or local government funds used to supplement this assistance) may be used to replace State or local funds previously used, or designated for use, to assist homeless persons.

(b) *Faith-based activities.* (1) Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to participate in

Code of Federal Regulations

Title 24 - Housing and Urban Development

Volume: 3

Date: 2006-04-01

Original Date: 2006-04-01

Title: Section 583.320 - Site control.

Context: Title 24 - Housing and Urban Development. Subtitle B - Regulations Relating to Housing and Urban Development (Continued). CHAPTER V - OFFICE OF ASSISTANT SECRETARY FOR COMMUNITY PLANNING AND DEVELOPMENT, DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT. SUBCHAPTER C - COMMUNITY FACILITIES. PART 583 - SUPPORTIVE HOUSING PROGRAM. Subpart D - Program Requirements.

§ 583.320 Site control.

(a) *Site control.* (1) Where grant funds will be used for acquisition, rehabilitation, or new construction to provide supportive housing or supportive services, or where grant funds will be used for operating costs of supportive housing, or where grant funds will be used to provide supportive services except where an applicant will provide services at sites not operated by the applicant, an applicant must demonstrate site control before HUD will execute a grant agreement (e.g., through a deed, lease, executed contract of sale). If such site control is not demonstrated within one year after initial notification of the award of assistance under this part, the grant will be deobligated as provided in paragraph (c) of this section.

(2) Where grant funds will be used to lease all or part of a structure to provide supportive housing or supportive services, or where grant funds will be used to lease individual housing units for homeless persons who will eventually control the units, site control need not be demonstrated.

(b) *Site change.* (1) A recipient may obtain ownership or control of a suitable site different from the one specified in its application. Retention of an assistance award is subject to the new site's meeting all requirements under this part for suitable sites.

(2) If the acquisition, rehabilitation, acquisition and rehabilitation, or new construction costs for the substitute site are greater than the amount of the grant awarded for the site specified in the application, the recipient must provide for all additional costs. If the recipient is unable to demonstrate to HUD that it is able to provide for the difference in costs, HUD may deobligate the award of assistance.

(c) *Failure to obtain site control within one year.* HUD will recapture or deobligate any award for assistance under this part if the recipient is not in control of a suitable site before the expiration of one year after initial notification of an award.

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U.S. Department of Housing and Urban Development
Office of Community Planning and Development

OMB Approval No. 2506-0183 (exp. 4/30/2012)

County of Nevada

2011 Technical Submission

for the

Supportive Housing Program

**Technical
Submission**

Project Number: CA1093B9T151100
Project Identifier: Nevada County Behavioral Health SH

Cover Page

Recipient's Name: County of Nevada, Behavioral Health Department	HUD Project Number: CA1093B9T151100
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Check the program component/type that classifies the project:

- Transitional Housing (TH)
- Permanent Housing for Homeless Persons with Disabilities (PH)
- Supportive Services Only (SSO)
- Safe Haven (SH)
- Homeless Management Information System (HMIS)
- Innovative Supportive Housing (ISH)

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- 17-17.1 Exhibit 8 Leveraging

Certification:

Name & Title of the Person who can answer questions about this document: _____ Phone (include area code): _____

Michael J. Heggarty, Director of Behavioral Health _____ 530.470.2784

Address:

500 Crown Point Circle, STE 120, Grass Valley, CA 95945

I hereby certify that all the information stated herein is true and accurate.

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

Name & Title Of Authorized Official: _____ Signature & Date: _____

Richard A. Haffey, County Executive Officer

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Technical
Submission

Project Number: CA1093B9T151100
 Project Identifier: Nevada County Behavioral Health SH
Exhibit 1: Project Summary

Exhibit 1 consists of Sections A-D which request selectee and sponsor information, project budget and milestones, program goals, and number of beds, participants and supportive services.

A. Selectee, and Sponsor Information - Fill in the information requested below. Fill in the HMIS Lead for HMIS projects. When the selectee is the same organization as the project sponsor, complete only the selectee information.

Selectee Name	County of Nevada	Sponsor Name	
Contact Person	Michael J. Heggarty	Contact Person	
Phone	530.470.2784	Phone	
FAX Number	530.271.0257	FAX Number	
E-Mail Address	Michael.Heggarty@co.nevada.ca.us	E-Mail Address	
Street Address	500 Crown Point Cr, STE 120	Street Address	
City, State, Zip	Grass Valley, CA 95945	City, State, Zip	
HMIS Lead		Contact Person	
Street Address		Phone	
City, State, Zip		E-Mail Address	

B. Project Budget and Milestones - This section must be completed by all new selectees.

1. Chart 1 - Summary Project Budget

To complete Chart 1, Summary Project Budget, enter the amount of SHP funds requested by line-item in the first column. For leasing, supportive services, and operations, the amount entered should be for the SHP grant term selected. In the second column, enter the amount of other cash that will be contributed to the project. This amount plus the SHP request must equal the total budget amount for the project. Enter the amounts for all structures in the project. Each line-item amount in this chart should match the amounts shown in Exhibits 2 through 8, as appropriate.

Requested grant term (1, 2, or 3 years): 1 Year

Chart 1 - Summary Project Budget

	SHP Request	Applicant Cash	Total Project Budget
1. Acquisition	0	0	0
2. Rehabilitation	0	0	0
3. New Construction	0	0	0
4. Subtotal (lines 1 thru 3)*	0	0	0
5. Real Property Leasing	97,860	0	97,860
6. Supportive Services**	0	0	0
7. Operations***	6,182	5,000	11,182
8. HMIS**	0	0	0
9. SHP Request (subtotal lines 4 thru 8)	104,042		
10. Administration (up to 5% of line 9)	5,202		
11. Total SHP Request (total lines 9 and 10)	109,244	5,000	114,244

* By law SHP request for these activities cannot be more than 50% of the total acquisition, rehabilitation, and new construction budget.

** By law, SHP funds can be no more than 80% of the total supportive services or total HMIS budget.

*** By law, SHP can pay no more than 75% of the total operating budget.

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**Technical
Submission**

Project Number: CA1093B9T151100
Project Identifier: Nevada County Behavioral Health SH
Exhibit 1: Project Summary

2. Chart 2 - Project Milestones

To complete Chart 2, Project Milestones, enter the number of days from the execution of the grant agreement that each of the following milestones will occur, for each structure in the project. If the project has only one structure or no structures, complete only column A. Enter "N/A" if the event is not applicable.

Chart 2 - Project Milestones

	Days from Execution of Grant Agreement Structure			
	A	B	C	D
1. Closing on purchase of land, structure, or execution of lease	NA			
2. Last unit leased, if leasing scattered units	160			
3. Rehabilitation started	NA			
4. Rehabilitation completed	NA			
5. New construction started	NA			
6. New construction completed	NA			
7. Operations staff hired	NA			
8. Residents begin to occupy	60			
9. Supportive services begin	60			
10. Facility near 100% occupied	NA			
11. Enrollment in supportive services near 100% capacity	160			
12. Implementation of the HMIS project	60			

C. Program Goals - The goals for SHP are to help program participants (a) obtain and remain in permanent housing, (b) increase their skills and/or income, and (c) achieve greater self-determination. In order to meet these program goals, each project should develop specific performance measures.

Performance measures for each of the SHP goals are:

Goal: Obtain and remain in permanent housing

- 82% of individuals will remain in permanent housing as of the end of the operating year or exit to permanent housing (subsidized or unsubsidized) during the operating year.
- Data will be collected on county forms and entered into appropriate data systems.
- Tracking of this measure will be done in the Mental Health Services Act Data Collection and Reporting System and/or in our county HMIS.

Goal: Increase skills and income

- 82% of the participants who receive no benefits upon program entry will receive entitlement benefits as of the end of the operating year or upon program exit.
- Data will be collected on county forms and entered into appropriate data systems.
- Tracking of this measure will be done in the Mental Health Services Act Data Collection and Reporting System and/or in our county HMIS.

Goal: Achieve greater self-determination

- 90% of the participants who enter the program with no health care home will have one established as of the end of the operating year or upon program exit.
- Data will be collected on county forms and entered into appropriate data systems.
- Tracking of this measure will be done in the Mental Health Services Act Data Collection and Reporting System and/or in our county HMIS.

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Technical
Submission

Project Number: CA1093B9T151100
 Project Identifier: Nevada County Behavioral Health SH
Exhibit 1: Project Summary

D. Type and Scale of Housing

The housing type(s) was entered in the original application submitted in e-snaps. If there has been a change in the type of housing in the project, identify the changes in this Exhibit and indicate the specific address of each site. Scattered-site project applicants only need to fill out one box for each housing type in the project. Indicate only those sites being funded using SHP funds awarded for this project. **This page may be duplicated if there are more than three types of housing.**

Housing type (select one)	<input type="checkbox"/> Barracks <input type="checkbox"/> Dormitory <input type="checkbox"/> Shared Housing <input checked="" type="checkbox"/> SRO Units <input type="checkbox"/> Clustered Housing <input type="checkbox"/> Scattered-site Apartments <input type="checkbox"/> Single Family Homes/ Townhomes /Duplexes	
Address: To be determined		
Identify the units, bedrooms and beds for the type of housing listed above.		
Units	6	
Bedrooms	6	
Beds	6	

Housing type (select one)	<input type="checkbox"/> Barracks <input type="checkbox"/> Dormitory <input type="checkbox"/> Shared Housing <input type="checkbox"/> SRO Units <input type="checkbox"/> Clustered Housing <input checked="" type="checkbox"/> Scattered-site Apartments <input type="checkbox"/> Single Family Homes/ Townhomes /Duplexes	
Address: To be determined. Due to having no site control at this time we will look for Apartments and Single Family Homes/Townhomes/Duplexes so that we can house seven additional individuals.		
Identify the units, bedrooms and beds for the type of housing listed above.		
Units	7	
Bedrooms	7	
Beds	7	

Housing type (select one)	<input type="checkbox"/> Barracks <input type="checkbox"/> Dormitory <input type="checkbox"/> Shared Housing <input type="checkbox"/> SRO Units <input type="checkbox"/> Clustered Housing <input type="checkbox"/> Scattered-site Apartments <input type="checkbox"/> Single Family Homes/ Townhomes /Duplexes	
Address:		
Identify the units, bedrooms and beds for the type of housing listed above.		
Units		
Bedrooms		
Beds		

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Submission

Project Number: CA1093B9T151100
 Project Identifier: Nevada County Behavioral Health SH
 Exhibit 1: Project Summary

D.1. Households in the Project – with Dependents (Children)

The purpose of this form is to capture the total number of homeless persons the organization has committed to serve as indicated in the e-snaps application or as modified by the field office (i.e., change due to funds being reduced), as well as the subpopulations/disabilities for each household member. If the project is not serving households with dependent children, enter "0" in the "Total Number of Households" field. **Enter the same information that was entered into e-snaps in the original application or use this form to indicate any changes since the project was conditionally-selected.**

Total Number of Households	0
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	Total Persons	Severely Mentally Ill	Chronic Substance Abuse	Veterans	Persons with HIV/AIDS	Victims of Domestic Violence
Disabled Adults	0	0	0	0	0	0
Non-Disabled Adults	0		0	0		0
Disabled Children	0	0	0		0	0
Non-Disabled Children	0		0		0	0
Total Persons	0	0	0	0	0	0
Total Number of Adults	0					
Total Number of Children	0					

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Technical
Submission

Project Number: CA1093B9T151100

Project Identifier: Nevada County Behavioral Health SH

Exhibit 1: Project Summary (continued)

D.2. Households in the Project – without Dependents (Children)

The purpose of this form is to capture the total number of homeless persons the organization has committed to serve as indicated in the e-snaps application or as modified by the field office (i.e., change due to funds being reduced), as well as the subpopulations/disabilities for each household member. If the project is not serving households without dependent children, enter "0" in the "Total Number of Households" field. **Enter the same information that was entered into e-snaps in the original application or use this form to indicate any changes since the project was conditionally-selected.**

Total Number of Households	13
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	Total Persons	Chronically Homeless	Severely Mentally Ill	Chronic Substance Abuse	Veterans	Persons with HIV/AIDS	Victims of Domestic Violence
Disabled Adults	13	5	13	6	2		
Non-Disabled Adults	0			0	0		0
Disabled Unaccompanied Youth	0		0	0		0	0
Non-Disabled Unaccompanied Youth	0			0			0
Total Persons	13	5	13	6	2	0	0
Total Number of Adults	13						
Total Number of Children	0						

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**Technical
Submission**

Project Number: CA1093B9T151100
Project Identifier: Nevada County Behavioral Health SH
**Exhibit 2: Acquisition, Rehabilitation, New Construction, and
Project Feasibility (new or expansion projects only)**

Exhibit 2 consists of Sections A-G which request information on the structure address, cost, site control, zoning, and total amount of cash needed for SHP- funded acquisition, rehabilitation, or new construction. Please complete a separate Exhibit 2 for each SHP-funded structure to be assisted within the project. In addition, for Section E.4.b., attach a narrative describing in-kind contributions (if any) directly related to the rehabilitation or new construction.

Not applicable

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