

# County of Riverside Continuum of Care (CoC)



## Board of Governance Meeting June 25, 2015 | 9:30 – 11:30 a.m. Children's Services • 901 E. Ramsey, Banning

Co-Chairs: **Carrie Harmon**, County of Riverside Housing Authority  
**Darrell Moore**, Inland Counties Legal Services

Teleconference  
Access:  
1-888-790-4959  
34984

1. **Call to Order:** Welcome & Introductions – Roll Call (Sign off)
2. **Minutes Approval:**
  - a. CoC BOG Minutes from March 26 and April 22, 2015
3. **Public comment:** Members of the Public are encouraged to address the Board. Anyone who wishes to speak must submit a comment request card to the board clerk. Each speaker should begin by identifying themselves for the record and is allowed up to three minutes.
4. **New Business:**
  - a. **2015 HUD Application Independent Review Panel Recommendations** **Jill Kowalski, DPSS**

The Independent Review Panel has met four times to evaluate the performance of renewal projects and make recommendations for the 2015 HUD CoC Program Consolidated Application.

The 2015 HUD Consolidated Application Independent Review Panel has made recommendations to reallocate unspent funds for six (6) CoC Projects.

A staff report about these recommendations is included with this agenda.

**Motion:** Approve the HUD Independent Review Panel's recommendations to reallocate the following unspent funds for 2015 HUD CoC Program Renewal Projects:

**a-1:** Housing Authority of the County of Riverside Street to Home project grant: reallocate \$37,678.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**a-2:** Housing Authority of the County of Riverside All County I project grant: reallocate \$2,112.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**a-3:** Housing Authority of the County of Riverside All County II project grant: reallocate \$22,308.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**a-4:** Housing Authority of the County of Riverside ECON project grant: reallocate \$94,764.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**a-5:** Riverside County Department of Mental Health (RCDMH) HHOPE project grant: reallocate \$93,559.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**a-6:** U.S. Veterans' Initiative (U.S. Vets) CHAMPS project grant: reallocate \$44,864.00 from this project to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**b. Board of Governance nominees approved by the CoC membership**

**Steve Falk**, CoC  
Nomination Work  
Group Chair

Presentation of BOG public sector and non-profit representative nominations **(Discussion only)**.

**5. Consent items:**

- a. APRs: ABC Recovery TH; Martha's Village & Kitchen TH; MFI A Woman's Place TH; RCDMH Women's PH; CoR Chronically Homeless PH; JFS Desert Horizon; Whiteside Manor; CoR Disabled PH; RCDMH Coachella Valley PH; RCDMH Men's PH
- b. CoC Committee Reports: a) HMIS b) Employment & Self-Sufficiency c) Housing d) Planning

**6. BOG Member Comments:**

**7. Call for Agenda Items for Next Meeting:**

**8. Next Meeting:**

Special Meeting: July 30, 2015

Thursday, August 27, 2015 from 9:30 – 11:30 a.m. at County of Riverside Children's Services, 901 E. Ramsey, Banning

**9. Adjournment**

**Board of Governance Meeting  
June 25, 2015  
Locations of board members who are teleconferencing**

**The following Board of Governance members have confirmed they will call-in to the meeting from the locations indicated:**

**Board Member:**

**Call-in Location:**

Joan Thirkettle, VP Grants and Compliance  
Path of Life Ministries  
951-786-9048, ext. 11

Path of Life Ministries Admin.  
6261 Brockton Ave. #211  
Riverside, CA 92506

Dana Larsen (Weaver), Associate Planner  
City of Temecula  
951-693-3928

City of Temecula  
41000 Main Street  
Temecula, CA

Isa Rojas, Management Analyst  
City of Moreno Valley  
951-413-3452

Moreno Valley City Hall  
14177 Frederick St.  
Moreno Valley, CA 92552

# County of Riverside Continuum of Care (CoC)



## Board of Governance Meeting June 25, 2015

**Item 4 a-1:** Housing Authority of the County of Riverside Street to Home project

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$37,678.00 from the Housing Authority of the County of Riverside Street to Home project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org).

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented a budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period (or longer).

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

The Street to Home Project provides permanent supportive housing to thirteen (13) chronically homeless individuals that are the hardest to reach and most visible homeless individuals in our community who have significant barriers to housing. All program participants who enter the program come from the streets. The priority is chronic homeless clients with substance abuse, mental illness or HIV AIDS diagnosis. The program works with existing homeless outreach teams, mental health clinic staff, law enforcement, code enforcement and emergency shelter staff to identify appropriate clients who may be eligible for vacant program beds. Program participants who no longer need supportive services for housing stability purposes are graduated to a regular Section 8 voucher to allow the program to serve new participants. All available program slots have been reserved for chronically homeless individuals.

The HACR receives \$151,279 annually to provide 13 permanent housing units (clients) that are chronically homeless. Since 06/2010, the project is projected to leave unspent approximately \$400,000 from their initial 5 year grant. The average number of clients claimed in this project is 10. \*

The Review Panel asked DPSS staff to conduct a cost analysis of the HACR Street to Home CoC Project to determine the total amount needed to continue to provide services to the contracted number of units in the project.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by HACR for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 13 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)

- The projected rental assistance/leasing needed (for the 13 units)
- The administrative costs of the project (\$7,100.00).
- An additional 5% of the total amount of the grant to provide a cushion (\$5,071.00).

The HACR projects do not have any supportive services or operations costs because they are Shelter Plus Care projects that have been renewed as CoC Program grants.

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units is \$113,601. The difference is **\$37,678. This is the amount the Review Panel is recommending be reallocated.** The grant reduction will not take place until 2016, giving HACR time to make adjustments before the budget reductions take effect.

\*Since March, 2015, the HACR served an average of 10 people. There are currently 11 clients in the project according to HMIS.

**Board of Governance Meeting  
June 25, 2015**

**Item 4 a-2:** Housing Authority of the County of Riverside All County I

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$2,112.00 from the Housing Authority of the County of Riverside All County I project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org).

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period.

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

The HACR All County 1 grant is a Samaritan bonus project that was established to serve chronically homeless individuals with a severe and persistent mental health illness. This project serves the most visible and hardest to reach homeless individuals within the County. Supportive services are provided exclusively by the Department of Mental Health and outreach services provided by the department are an integral component of the program. Participants reside in a unit of their choosing in the private rental market via a "housing voucher" that pays a monthly housing subsidy to a local landlord. Current participants reside in all areas (incorporated and unincorporated) of the County.

The HACR receives \$256,552 annually to provide 28 permanent housing units (clients) that are chronically homeless. Since 09/2007, the project has left unspent approximately \$700,000. The average number of clients claimed in this project is 26.\*

The Review Panel asked DPSS staff to conduct a cost analysis of the HACR All County I CoC Project to determine the total amount needed to continue to provide services to the contracted number of units in the project.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by HACR for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 28 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)
- The projected rental assistance/leasing needed (for the 28 units)
- The administrative costs of the project (\$15,902).
- An additional 5% of the total amount of the grant to provide a cushion (\$11,358.00).

The HACR projects do not have any supportive services or operations costs because they are Shelter Plus Care projects that have been renewed as CoC Program grants.

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units is \$ 254,440. The difference is **\$2,112. This is the amount the Review Panel is recommending be reallocated.** The grant reduction will not take place until 2016, giving HACR time to make adjustments before the budget reductions take effect.

\*Since March, 2015, the HACR has over leased this project by 6 people. There are currently 34 clients in the project according to HMIS. The Review Panel recommended that the budget analysis include the contracted number of units required and not any over leased units. The basis for this recommendation is that unspent funds should be reallocated for new projects to increase permanent housing in the CoC.

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**Item 4 a-3:** Housing Authority of the County of Riverside All County II project

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$22,308.00 from the Housing Authority of the County of Riverside All County II project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org)

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period.

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

The HACR All County II Project provides rental assistance and supportive services to chronically, homeless individuals who have experienced extended periods of homelessness on the streets. The program serves 23 chronically homeless individuals with tenant based rental assistance (TBRA) combined with intensive supportive services designed to support recovery and self-sufficiency in unlimited assistance. The 23 households are served in scattered site units throughout Riverside County. The program employs a Housing First model that offers housing without preconditions at program entry as a primary component of “whole” recovery and allows participating households to return to mainstream housing within the community, supports tenant choice in rental housing, and encourages wrap around supportive services through the Department of Mental Health. Supportive services include ongoing case management, life skills training, substance abuse services, vocational rehabilitation, medical services and mental health services. The program’s goals are to have at least 100% of our clients remain in permanent housing, and at least 70% of households increase their total income.

The HACR receives \$258,924 annually to provide 23 permanent housing units (clients) that are chronically homeless. Since 07/2009, the project has left unspent approximately \$200,000. The average number of clients claimed in this project is 25.\*

The Review Panel asked DPSS staff to conduct a cost analysis of the HACR All County II CoC Project to determine the total amount needed to continue to provide services to the contracted number of units in the project.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by HACR for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 23 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)
- The projected rental assistance/leasing needed (for the 23 units)
- The administrative costs of the project (\$14,788.00).
- An additional 5% of the total amount of the grant to provide a cushion (\$10,563.00).

The HACR projects do not have any supportive services or operations costs because they are Shelter Plus Care projects that have been renewed as CoC Program grants.

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units is \$236,616. The difference is **\$22,308. This is the amount the Review Panel is recommending be reallocated.** The grant reduction will not take place until 2016, giving HACR time to make adjustments before the budget reductions take effect.

\*Since March, 2015, the HACR has over leased this project by 4 people. There are currently 27 clients in the project according to HMIS. The Review Panel recommended that the budget analysis include the contracted number of units required and not any over leased units. The basis for this recommendation is that unspent funds should be reallocated for new projects to increase permanent housing in the CoC.

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**Item 4 a-4:** Housing Authority of the County of Riverside ECON project

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$94,764.00 from the Housing Authority of the County of Riverside ECON project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org)

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period.

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

Previously funded by two separate grants, the consolidated grant was streamlined into one grant in the 2010 renewal cycle. The consolidated grant is one of the first permanent supportive housing grants funded through the Riverside County and City CoC. This grant provides permanent housing to individuals and families with a severe mental health disability. Supportive services are provided exclusively by the Department of Mental Health. Participants reside in a unit of their choosing in the private rental market via a "housing voucher" that pays a monthly housing subsidy to a local landlord. Current participants reside in all areas (incorporated and unincorporated) of the County.

The HACR receives \$ 519,905 annually to provide 41 permanent housing units (clients) that are chronically homeless. Since 06/2011, the project has left unspent approximately \$300,000. The average number of clients claimed in this project is 42.\*

The Review Panel asked DPSS staff to conduct a cost analysis of the HACR ECON CoC Project to determine the total amount needed to continue to provide services to the contracted number of units in the project.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by HACR for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 41 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)
- The projected rental assistance/leasing needed (for the 41 units)
- The administrative costs of the project (\$26,571.00).
- An additional 5% of the total amount of the grant to provide a cushion (\$18,979.00).

The HACR projects do not have any supportive services or operations costs because they are Shelter Plus Care projects that have been renewed as CoC Program grants.

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units is \$425,141. The difference is **\$94,764. This is the amount the Review Panel is recommending be reallocated.** The grant reduction will not take place until 2016, giving HACR time to make adjustments before the budget reductions take effect.

\*Since March, 2015, the HACR has over leased this project by 5 people. There are currently 46 clients in the project according to HMIS. The Review Panel recommended that the budget analysis include the contracted number of units required and not any over leased units. The basis for this recommendation is that unspent funds should be reallocated for new projects to increase permanent housing in the CoC.

**Board of Governance Meeting  
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**Item 4 a-5:** Riverside County Department of Mental Health (RCDMH) HHOPE project

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$93,559.00 from the Riverside County Department of Mental Health (RCDMH) HHOPE project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org)

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period.

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

RCDMH A tenant based rental assistance in scattered site housing in the community of the individual's choice and provides for a maximum sixty-one participants needing intensive case management support and mental health services provided. Targeted priority are individuals or families who are chronically homeless, with high service needs and are disabled and diagnosed with a severe mental health diagnosis, and their families. Ten percent of this housing is a set aside (prioritized) for homeless veterans and their families. RCDMH receives \$469,147.00 annually to provide 31 permanent supportive housing units for this project. Since 10/2012, the project has left unspent approximately \$430,000.

The Review Panel asked DPSS staff to conduct a cost analysis of the RCDMH HHOPE Project to determine the total amount needed to continue to provide services to the contracted number of units in the project. The grant reduction will not take place until 2016, giving RCDMH time to make adjustments before the budget reductions take effect.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by RCDMH for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 31 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)
- The projected rental assistance/leasing needed (for the 31 units)
- The administrative costs of the project (\$23,605.00).
- An additional 5% of the total amount of the grant to provide a cushion (\$14,764.00).

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units (and the Supportive Services and Operations) is \$375,588.00. The difference is **\$93,559.00. This is the amount the Review Panel is recommending be reallocated.**

## Board of Governance Meeting

June 25, 2015

### Item 4 a-6: U.S. Veterans' Initiative (U.S. Vets) CHAMPS project

**Subject:** Approve recommendation by HUD Independent Review Panel to reallocate \$44,864.00 from the U.S. Veterans' Initiative (U.S. Vets) CHAMPS project grant to be included in a local RFP for new projects for the 2015 HUD Consolidated Application.

**Contact:** Jill Kowalski, Manager, DPSS Homeless Programs Unit (JKowalsk@riversidedpss.org).

**Background:** The County of Riverside Department of Public Social Services (DPSS) Homeless Programs Unit, designated as the Collaborative Applicant for the County of Riverside Continuum of Care, presented budget analysis of CoC Program renewal projects that have returned more than \$20,000 per year over a 3 year period.

Projects with unspent funds for three years or longer is a serious concern by HUD and the Continuum of Care. The reallocation process allows the CoC funding to remain in the county (and not be recaptured by HUD) and will be used to create new projects through a local Request for Proposal (RFP) process.

The CHAMPS Project provides permanent housing to 25 homeless disabled veterans with multiple and chronic disabilities that are significant barriers to self-sufficiency. These veterans typically are long-term substance abusers, have some form of mental illness and physical disabilities or are dually diagnosed; all factors that are exacerbated by being homeless. The project provides efficiency and 1-bedroom units in scattered sites throughout the county. Supportive services are coordinated with medical, psychiatric and substance abuse services (on/off-site) by U.S. Vets and Loma Linda VA Medical Center. U.S. Vets receives \$411,590 annually to provide 25 permanent supportive housing units for homeless veterans. Since 07/2011, the project has left unspent approximately \$300,000.

The Review Panel asked DPSS staff to conduct a cost analysis of the U.S. Vets CHAMPS PSH CoC Project to determine the total amount needed to continue to provide services to the contracted number of units in the project. The grant reduction will not take place until 2016, giving U.S. Vets time to make adjustments before the budget reductions take effect.

The budget analysis and determination of the total amount needed for this project was completed by the DPSS HPU Fiscal staff. It was based on past claims and spending by U.S. Vets for the average number of clients served in the program. The total amount needed for this project based on the average amounts paid is based on the average cost for 25 units (clients) and also included:

- The average rental assistance/leasing paid per unit (to-date)
- The projected rental assistance/leasing needed (for the 25 units)
- The administrative costs of the project (\$23,247.00).
- An additional 5% of the total amount of the grant to provide a cushion (\$11,368.00).

The budget analysis did not include whether the project was able to meet the required match and/or leverage.

DPSS HPU Fiscal staff recommended that the total amount needed to continue to serve the contracted amount required number of units (and the Supportive Services and Operations) is \$366,726.00. The difference is **\$44,864.00. This is the amount the Review Panel is recommending be reallocated.**