



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Housing (Department of Housing)  
Department of Housing



**Date:** April 26, 2012  
**Board Meeting Date:** May 8, 2012  
**Special Notice / Hearing:** 10 Day Publication  
Public Hearing  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Duane Bay, Director  
**Subject:** Approval of the Substantial Amendment to the County FY 2011-12 Action Plan to HUD

**RECOMMENDATION:**

Adopt a Resolution authorizing:

- A)** The President of the Board to Approve a Substantial Amendment to the County's FY 2011-12 Action Plan to HUD to include new ESG requirements under the federal 2009 HEARTH Act; and
- B)** The Director of the Department of Housing or the Director's designee to submit the Substantial Amendment to HUD and required certifications to the U.S. Department of Housing and Urban Development (HUD).

**BACKGROUND:**

Emergency Shelter Grant (ESG) funds for homeless needs are received from HUD by the County as annual entitlement grants, and have averaged \$120,000. The Homeless Emergency and Rapid Transition to Housing Act of 2009 (HEARTH Act) consolidated three separate homeless assistance programs, revising and renaming the Emergency Shelter Grant program as the Emergency Solutions Grant Program. The name change is significant because the program has shifted focus from emergency and transitional housing to permanent housing. This change increased the County's ESG allocation by \$69,973 from \$124,420 to 194,393 for the current year, and again to \$212,010 for FY2012-13. The incremental funding may be used for homelessness prevention, rapid re-housing assistance, and the Homeless Management Information System (HMIS) only, unlike the existing portion of ESG funding which the County may and does use to fund shelter operations.

In order to receive this incremental 2011-12 ESG allocation, each HUD grantees must approve a Substantial Amendment to its 2011-12 Action Plan, and must appropriately

involve stakeholders in the review process, including the local Continuum of Care, service providers, the general public, and homeless and formerly homeless persons.

The timing of the ESG second allocation for the current year (FY2011-12) coincides with the allocation of new ESG funding for next year (FY 2012-13). Therefore, both grants will come to the Board at the same time, but as separate items. This particular item pertains to approval of the Substantial Amendment of the current Annual Action Plan only. The grant for next year will be incorporated into the FY 2012-13 Annual Action Plan which is a separate Board item.

**DISCUSSION:**

The Department of Housing is the designated County party for administration of ESG funds. However, the Department of Housing will block-grant available ESG funds to the Human Services Agency (HSA) for distribution because HSA coordinates the Center on Homelessness and Continuum of Care process.

In concert with the Continuum of Care, HSA issued a Request for Qualifications for parties interested in administering the two years' ESG allocations for rapid re-housing assistance. Shelter Network, the sole respondent, submitted a responsive application. Shelter Network proposes to lead a multi-agency collaborative which will draw on partner agencies' experience to provide comprehensive re-housing services to homeless individuals and families. Shelter Network will serve as the lead agency, fiscal agent, and project coordinator to distribute funds directly to homeless individuals/families directly, or through contracts with Samaritan House and Community Overcoming Relationship Abuse (CORA), and referrals from Project We Hope.

The overall goal for both years' ESG rapid re-housing funds is to serve 47 persons in 25 families; for the FY2011-12 funds enabled by this Substantial Amendment, 22 persons in 12 families.

The action request before the Board with this particular item is approval of the Substantial Amendment to secure funding for a subsequent contract with Shelter Network.

County Counsel has reviewed and approved the Resolution as to form.

Approval of this Substantial Amendment contributes to the Shared Vision 2025 outcome of a Livable Community by providing resources to vulnerable families and individuals to help them quickly regain stability in permanent housing after experiencing a housing crisis.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2011-12 Projected, to be achieved in FY2012-13</b>
Goals – Numbers Served	12 families (22 persons)

**FISCAL IMPACT:**

No Net County costs are involved in this activity. Upon HUD approval of the Substantial Amendment, the County will receive \$69,973 of FY 2011-12 ESG funds.