



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 24-555

Board Meeting Date: 6/25/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Claire Cunningham, Director, Human Services Agency

**Subject:** **Measure K:** Agreement with Homebase for Training and Technical Assistance

**RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing an agreement with Homebase to provide training and technical assistance, for the term of July 1, 2024 through June 30, 2027, in an amount not to exceed \$360,000.

**BACKGROUND:**

San Mateo County's Strategic Plan on Homelessness outlines the critical system infrastructure at the core of the homeless crisis response system, one of which is providing enhanced training and technical assistance to homeless crisis system response providers and partners, covering topics such as housing first principles and practices, property owner engagement, housing-focused case management, diversion, and compliance with federal requirements.

In December 2023, the San Mateo County Executive's Office issued a Notice of Funding Opportunity for 2024 Measure K Funds seeking providers of technical assistance for homeless programs, Continuum of Care, and governance consulting to support systems change in the effort to end homelessness in San Mateo County.

On March 26, 2024, the Board of Supervisors selected Homebase to provide the Center on Homelessness with technical assistance and training to homeless service providers.

**DISCUSSION:**

Homebase is a non-profit and public policy law firm dedicated to building community capacity to end homelessness and reduce poverty and will utilize their collective knowledge of homeless service providers to align community priorities and guide stakeholders in their efforts to end homelessness.

HSA is requesting approval of this contract in the amount of \$360,000 for the term of July 1, 2024, through June 30, 2027. Homebase will provide training and technical assistance to homeless system partners and providers.

The agreement and resolution have been reviewed and approved by the County Attorney as to form.

The resolution contains the County's standard provisions allowing amendments of the County's fiscal obligations by a maximum of \$25,000 (in the aggregate).

**PERFORMANCE MEASURE:**

Measure	FY 2024-25 Target	FY 2025-26 Target	FY 2026-27 Target
Participant satisfaction on training (overall satisfaction rating of good or better from training participants)	90%	90%	90%
Complete milestones on time (according to timeline listed in the annual work plan approved by HSA)	90%	90%	90%

**FISCAL IMPACT:**

The term of the agreement is July 1, 2024, through June 30, 2027. The County's fiscal obligation under this agreement is \$360,000 in Measure K sales and use tax. Budgetary appropriation for this agreement is included in the FY24-25 Recommended Budget and in all subsequent budgets that are affected by this agreement. There is no General Fund Net County Cost associated with this agreement.