

DATE: MAY 15, 2006  
TO: PASADENA COMMUNITY DEVELOPMENT COMMISSION  
FROM: CYNTHIA J. KURTZ, CHIEF EXECUTIVE OFFICER  
SUBJECT: APPROVAL OF SUBMISSION OF THE 2006 CONTINUUM OF CARE HOMELESS ASSISTANCE APPLICATION TO THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

**RECOMMENDATION:**

It is recommended that the Pasadena Community Development Commission ("Commission") adopt a resolution:

- 1) Authorizing the filing with the U. S. Department of Housing and Urban Development (HUD), the 2006 Continuum of Care (CoC) Homeless Assistance Application for a funding request of \$2,435,741 for ten projects; and
- 2) Authorizing the Chief Executive Officer to execute, and the Secretary to attest, the 2006 Continuum of Care Homeless Assistance Application and all other related documents, agreements and amendments.

**COMMUNITY DEVELOPMENT COMMITTEE RECOMMENDATION:**

The Community Development Committee, at its regular meeting on May 11, 2006, recommended the Commission approve the subject recommendation.

**BACKGROUND:**

On March 8, 2006, HUD released its Super Notice of Funding Availability (SuperNOFA) for Continuum of Care Homeless Assistance to assist communities to build viable continuum of care systems. The deadline for the Commission to submit an application in response to the Super NOFA is May 26, 2006. Nationwide approximately \$1.2 billion is available in competitive grant funding under this program.

**HUD Continuum of Care Strategy**

HUD has made addressing homelessness a high priority and determined that a Continuum of Care (CoC) approach is the most effective. HUD defines the CoC as a system of homeless services with four basic components: 1) outreach, intake and assessment; 2) emergency shelters and appropriate services; 3) transitional housing with support services; and 4) permanent housing or permanent supportive housing to meet the long-term needs of individuals/families. The federal guidelines mandate that 30% of all funding nationwide must be awarded to permanent housing projects. Additionally, a change from previous year's guidelines, instituted for last year's SuperNOFA and remaining in place this year is a reduction in the amount of money made available for new permanent supportive housing awards for each CoC. Prior to last year, previous year's SuperNOFAs have allocated an average of \$775,000 to Pasadena's CoC for a new permanent supportive housing project. This year, as with last year, Pasadena's CoC is eligible for only \$111,501, 15% of the CoC's pro-rata need.

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Presently, the City of Pasadena has a HUD approved CoC strategy which sets forth immediate action to address homelessness and other special needs. In addition, the City and Housing and Homeless Network have developed a ten-year strategy to identify needed services and housing for homeless persons in future years. This Ten-Year Strategy to End Homelessness was approved by the Commission in July 2005. The Ten-Year Strategy working group met in April 2006 to review the progress made in implementing the plan during FY 2005-2006.

### **Community Participation/Prioritization of Gaps**

HUD's SuperNOFA requires applicants prioritize their funding requests based on the gaps in services within each locality's CoC system. A committee, comprised of City staff, Network representatives, and non-profit service providers, a) identified homeless service and housing needs, b) inventoried the existing resources available to serve the homeless community, and c) identified and prioritized gaps in homeless service and housing delivery. The following four priorities were determined:

- First Priority - Permanent Supportive Housing.
- Second Priority – Renewal/continuation of existing Permanent Supportive Housing,
- Third Priority-Renewal/continuation of existing Transitional Housing,
- Fourth Priority-Renewal/continuation of a Homeless Management Information System (HMIS), and
- Fourth Priority-Renewal/continuation of Supportive Service Only projects.

In addition, communities are eligible to submit Shelter Plus Care (S+C) grants that will expire or run out of funds in 2007 for non-competitive renewal. HUD guidelines state that renewal S+C grants submitted as part of a Continuum of Care application will be funded and must be ranked last on the prioritization chart included with the application.

The prioritized gaps are supported by homeless statistical data gathered from the City of Pasadena Ten-Year Strategy to End Homelessness, 2004 Homeless Survey, 2006 Homeless Count, Five-Year Consolidated Plan (2005-2010), Comprehensive General Plan Housing Element, the Commission's Implementation Plan, and the 2004-2005 Bad Weather Shelter Program.

### **Samaritan Housing Initiative Bonus**

HUD will only award new money to a CoC for Permanent Supportive Housing for chronically homeless individuals (those who are disabled and who have been homeless more than one year or four or more times in a three-year period). Under this Samaritan Housing Initiative Bonus, the Commission would only be eligible to apply for a maximum of \$111,501, allocated over three to five years, for a permanent supportive housing project. The Housing & Homeless Network determined that, given these funding restrictions, the most viable way to bring more permanent supportive housing to the City was to apply for tenant-based S+C Certificates. Tenant-based S+C provides rental subsidies to homeless individuals with a qualifying disability. Only housing authorities are eligible to apply for S+C Certificates, so the application must come from the Pasadena Community Development Commission. Based on S+C application requirements, the Commission is eligible to apply for \$106,560 for three tenant-based rental certificates. The Commission will work with a sponsor agency to ensure applicants for the rental subsidies are from the client base of non-profit agencies serving the homeless population in Pasadena.

## **Request for Proposals (RFP) Process**

In response to the release of HUD's SuperNOFA, the Commission released its 2006 CoC Request for Proposal (RFP) for Renewal Projects on March 24, 2006. Notices were sent to service-based agencies and were placed in local newspapers. The deadline for submittal of proposals was April 11, 2006, 5:00 p.m. for renewal proposals. Technical assistance was offered to all interested proposers. On March 29, 2006 a Technical Assistance workshop was conducted to address questions and concerns of possible proposers regarding the preparation and submission of their proposal.

Eight renewal proposals were received in response to the Renewal RFP. Renewal projects are existing projects whose HUD funding will expire during the 2007 calendar year. Each proposal was evaluated for threshold criteria by the review panel comprised of members of the Housing and Homeless Network and City staff. Additionally, as part of the evaluation process, each proposer was given the opportunity to provide an oral presentation before the panel. The evaluation criteria as outlined in the RFP included the following: Eligible Renewal Project; priority within the Continuum of Care; project operating at full capacity and Annual Progress Report demonstrates satisfactory performance; project budget is reasonable for housing/services provided; and Leveraging Chart documents written commitment of resources at least equal to total funding request. All eight proposals met threshold criteria, were recommended for inclusion in the Commission's CoC application to HUD, and are described and ranked in Table A.

Of the nine recommended projects, nine are renewal projects (listed by sponsor/project): Pacific Clinics/ Passageways, Union Station Foundation/Euclid Villa, Union Station Foundation/ Transitional Housing Program, URDC/Casa Maria, Serra Project/CHOISS Program I, Serra Project/ CHOISS Program II, Affordable Housing Services/Navarro House, Commission/HMIS, and Commission/Renewal Shelter Plus Care. The one new project is Commission / Shelter Plus Care Certificates.

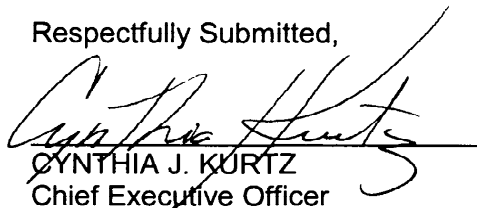
### **HOUSING IMPACT:**

Approval of the subject recommendation has the potential to provide housing and supportive services for over 1,000 homeless individuals/families. The proposed projects are in accordance with the approved Pasadena Continuum of Care system, General Plan Housing Element, Five Year Consolidated Plan, Five Year Public Housing Plan, and Implementation Plan .

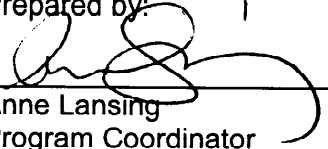
### **FISCAL IMPACT:**

Submittal of the 2006 Continuum of Care (CoC) Homeless Assistance Application and subsequent approval by HUD will contribute over \$2.4 million to enhance the local CoC system and ensure the continued delivery of supportive housing services for approximately 1,000 homeless persons residing within the City of Pasadena.

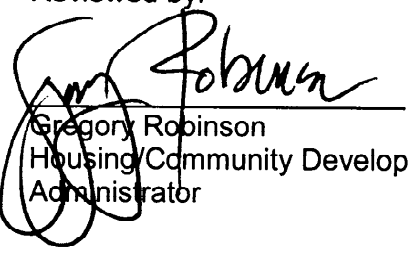
Respectfully Submitted,

  
CYNTHIA J. KURTZ  
Chief Executive Officer

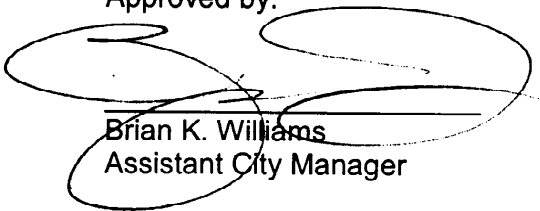
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## TABLE A

### 2006 CONTINUUM OF CARE APPLICATION -- PROJECT RANKING AND DESCRIPTION

RANK	AGENCY	PROPOSED PROJECT	PROJECT DESCRIPTION	SERVICE NUMBERS	FUNDING REQUEST
1.	Pasadena Community Development Commission	Shelter Plus Care	Rental subsidies and supportive services for homeless persons with targeted disabilities.	5 households with disabilities.	\$106,560
2.	Serra Project	CHOISS Program I	Permanent scattered site housing for formerly homeless families with HIV/AIDS	5 households	\$103,515
3.	Affordable Housing Services	Navarro House	Permanent Supportive Housing for persons with special needs.	6 individuals with special needs	\$ 43,725
4.	Serra Project	CHOISS Program II	Permanent scattered site housing for formerly homeless families with HIV/AIDS	5 households	\$118,610
5.	Pasadena Community Development Commission	HMIS (Homeless Management Information System)	Homeless services client tracking system.	All participating sponsor agencies and client households (HUD requirement)	\$137,755
6.	Union Station Foundation	Transitional Housing Program	Transitional housing-single men.	20 men	\$122,097
7.	Union Station Foundation	Euclid Villa	Transitional housing-Families.	14 families	\$163,700
8.	URDC Human Services Corporation	Casa Maria	Transitional housing-single women & women with children. (chronic substance abuse)	12 women and their dependent children	\$155,417
9.	Pacific Clinics	Passageways	Outreach/intake/assessment.	970 unduplicated clients	\$952,750
10.	Pasadena Community Development Commission	Shelter Plus Care Renewals	Rental subsidies and supportive services for homeless persons with targeted disabilities.	50 households with disabilities	\$531,612
<b>TOTAL REQUEST</b>					<b>\$2,435,741</b>