

DATE: MAY 21, 2001

TO: COMMUNITY DEVELOPMENT COMMISSION

FROM: CYNTHIA J. KURTZ, CHIEF EXECUTIVE OFFICER

SUBJECT: SUBMISSION OF 2001 CONTINUUM OF CARE HOMELESS ASSISTANCE APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

RECOMMENDATION:

It is recommended that the Community Development Commission ("Commission"):

- 1) Authorize the filing with the U.S. Department of Housing and Urban Development (HUD), the 2001 Continuum of Care Homeless Assistance Application for a funding request of **\$1,678,715** for six projects; and
- 2) Authorize the Chief Executive Officer ("CEO") to execute, and the City Clerk to attest, the 2001 Continuum of Care Homeless Assistance Application and all other subsequent documents.

COMMITTEE RECOMMENDATION:

On May 10, 2001, the 2001 Continuum of Care Application was submitted to the Community Development Committee (CDC) for recommendation. Due to lack of quorum, this body did not convene.

BACKGROUND:

On February 26, 2001, HUD released a Notice of Funding Availability (NOFA) for Continuum of Care Homeless Assistance to assist communities build viable continuum of care systems. The deadline to submit an application is May 31, 2001. Nationwide \$850 million is available in funding. All funding under this grant is competitive. The six projects that will be included in the Pasadena Community Development Commission (PCDC) application are: Pacific Clinics/Passageways for the provision of outreach, referral, intake, and assessment services to nine hundred and sixty-nine unduplicated clients (\$952,750), Union Station/Euclid Villa for transitional housing for twenty-eight homeless families (\$176,300); Union Station for a transitional housing program for twenty men in recovery (\$144,247); Urban Revitalization Development Corporation (URDC) for Casa Maria to provide transitional housing enriched with supportive services for thirteen women and women with children (\$155,418); Grandview Foundation for the expansion and rehabilitation of a transitional housing facility (\$150,000); and the Pasadena Community Development Commission (PCDC) for installation of the federally required Homeless Management Information System (HMIS) to track homeless clients in an effort to improve service delivery (\$100,000).

HUD Priority/Continuum of Care Strategy

HUD has made addressing homelessness a high priority. In order to meet the multi-faceted needs of homeless individuals/families, HUD has determined that a Continuum of Care approach is the most effective. HUD defines the Continuum of Care as a system of homeless services with four basic components; (1) outreach 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 Continuum of Care approach helps communities plan for and provide a balance of emergency, transitional and permanent housing and service resources to address the various needs of homeless individuals/ families to make the critical transition from streets to jobs and independent living.

Homeless Management Information System

A new HUD requirement mandates that Continuum of Care Systems establish a Homeless Management Information System (HMIS) within the next three years. Under the 2001 Continuum of Care NOFA for Homeless Assistance, HMIS activities are eligible for funding to help facilitate the implementation and operation of a Continuum of Care – wide HMIS. HMIS can enable homeless service providers to collect uniform information about clients. This information can help improve services and planning as well as to more accurately determine the size, characteristics and needs of the homeless community. The PCDC will be submitting a funding request for \$100,000. Funds will be utilized to: 1) purchase HMIS software; 2) lease or purchase needed computer equipment for service providers (i.e. Passageways, Union Station, etc.) and the central server; and 3) staff associated with operating the HMIS, including training service providers, data entry, day-to-day administration of the HMIS, and analyzing HMIS data and preparing reports.

Community Needs

In partnership with the Housing and Homeless Network, staff assembled a committee comprised of Staff, representatives from the Housing and Homeless Network, representatives from the Homeless Advisory Council (homeless and formerly homeless persons), and non-profit supportive service providers (HIV/AIDS, substance abuse, domestic violence, and mental health) to assess homeless service and housing needs, inventory the existing resources available to serve the homeless community, and identify and prioritize gaps in housing service delivery. The following priorities were determined:

- renew funding for existing agencies which provide client outreach, intake, referral and assessment services
- renew funding for existing transitional housing for individuals/families
- permanent housing which provides supportive services for individuals/families (e.g., recovery treatment, life skills, job training)
- transitional housing for individuals/families
- supportive services for individuals/families (i.e. recovery treatment, job training and placement)
- creation of a HMIS

The prioritized gaps were supported by homeless statistical data gathered from the City of Pasadena 2000 Homeless Count, the Consolidated Plan (2000-2004), the Commission's Implementation Plan, and the 2000-2001 Bad Weather Shelter Program.

Request for Proposals Process

On March 19, 2001, the Commission released its 2001 Continuum of Care Request for Proposal (RFP). Notices were sent out to over two hundred service-based agencies. All proposals were due May 1, 2001, at 5:00 p.m. Technical assistance was offered to all interested proposers throughout the proposal process. On April 5, 2001, a Proposers' Workshop was held to address questions regarding the preparation and submission of the RFP.

Of the six proposed projects, four were renewal projects (Passageways/Pacific Clinics, Union Station Foundation/Euclid Villa, Union Station/Transitional Housing Program, URDC/Casa Maria) and two were new projects (PCDC/HMIS and Grandview Foundation/Expansion). Renewal projects are existing projects whose HUD funding will expire during the 2002 calendar year. Renewals are treated like all other projects competing for funding.

Proposals were evaluated based on the following criteria: Project Narrative; Continuum of Care Strategy; Experience/Administrative Capacity; Financial Capacity/Leveraging; Addresses High Priority Need; Renewal projects; Affirmative Action; and Local Preference.

Each proposal was evaluated and ranked by a three member evaluation panel comprised of members of the Housing and Homeless Network. Additionally, as part of the evaluation process, each proposer was given the opportunity to provide an oral presentation of their proposal and site visits were conducted of each proposed project site.

Listed below is a summary of each proposed projects:

AGENCY	PROPOSED PROJECT	PROJECT DESCRIPTION	FUNDING REQUEST
Pacific Clinics	Passageways (1020 S. Arroyo Parkway)	Renewal project to provide outreach, intake, assessment, and referral services to nine hundred and sixty-nine homeless individuals/ families.	\$952,750
Union Station	Transitional Housing Program for Men (412 South Raymond Avenue)	Renewal project to provide transitional housing for twenty men in recovery from substance misuse.	\$144,247
Union Station	Euclid Villa (160 Euclid)	Renewal Project to provide transitional housing and supportive services to twenty-eight homeless families.	\$176,300
URDC	Casa Maria (691 Washington Blvd.)	Renewal Project to provide transitional enriched with supportive services to thirteen women with children.	\$155,418
Grandview Foundation	Kitchen Expansion (225 Grandview)	Expansion and rehabilitation of kitchen facility to accommodate increased in clients served.	\$150,000
PCDC	Homeless Management Information System	The creation of a MIS to enable providers to collect information to better serve clients.	\$100,000
TOTAL			\$1,678,715

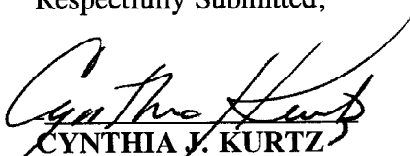
CHILDREN, YOUTH, FAMILY IMPACT:

Approval of the recommendation would result in the provision of housing and services for 1,027 homeless individuals/families. Of this number, eight hundred and fifty families include children, and youth. The Continuum of Care System sets forth the mechanism and initiatives to provide affordable decent, safe and sanitary housing and supportive services that will enable seniors, disabled, children, youth, and families to move from homelessness to permanent housing and stable lives.

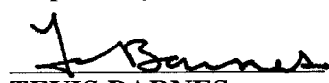
FISCAL IMPACT:

Approval of the 2001 Continuum of Care Homeless Assistance Application and subsequent approval by HUD could financially contribute approximately \$1,678,715 to enhance the Continuum of Care system and continued delivery of supportive housing services for approximately 1,027 homeless persons residing within the City of Pasadena.


Respectfully Submitted,


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