



# Agenda Report

December 12, 2016

**TO:** Honorable Mayor and City Council

**FROM:** Housing and Career Services Department

**SUBJECT: AUTHORIZATION TO SUBMIT SOLICITATION OF INTEREST TO STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT TO ACT AS ADMINISTRATIVE ENTITY TO RECEIVE STATE EMERGENCY SOLUTIONS GRANT FUNDS**

## **RECOMMENDATION:**

It is recommended that the City Council

- 1) Find that the recommended action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b)(3), the "General Rule" that CEQA only applies to projects that may have an effect on the environment,
- 2) Authorize the submittal of a Solicitation of Interest to the State Department of Housing and Community Development to act as Administrative Entity to receive State Emergency Solutions Grant Funds, and
- 3) Authorize the City Manager to certify or execute, and the City Clerk to attest, the Solicitation of Interest and all other related documents, agreements and amendments

## **BACKGROUND:**

On December 6, 2016, the State Department of Housing and Community Development (HCD) released its Continuum of Care Allocation Solicitation of Interest for Administrative Entities (the "Solicitation") Through this Solicitation, HCD is seeking qualified local jurisdictions to administer and allocate locally a portion of the federal Emergency Solutions Grant (ESG) funding that is awarded to the State of California. ESG funding may be used to provide services to homeless persons and those at risk of homelessness. Jurisdictions selected as qualified through this Solicitation will administer the portion of the State's ESG allocation designated for the jurisdiction's

State-designated Service Area The City's Service Area covers the jurisdictional boundary of Pasadena, and the funding allocation is \$150,212 annually for up to three years

### **Qualifying Criteria**

HCD will consider a jurisdiction to be qualified to act as an Administrative Entity for State ESG funds if it has experience administering ESG funds as a Federal entitlement and if it is recommended by the local Continuum of Care (The Continuum of Care is the planning entity for homeless efforts and the recipient of federal funding for housing and services for homeless persons ) The City is the recipient as a direct grantee of Federal ESG funds, and acts as the collaborative applicant for the Pasadena Continuum of Care It is expected that the Continuum of Care will recommend the City to act as Administrative Entity at its December 15, 2016 meeting

### **Funding and Eligible Activities**

As a Federal ESG entitlement jurisdiction, the City currently receives approximately \$150,000 annually from the U S Department of Housing & Urban Development Selection by HCD as an Administrative Entity would provide an additional \$150,212 in funding for specific homeless activities, including rapid re-housing, homeless prevention, street outreach, and emergency shelter and services Additionally, 5% of the allocation may be used for administrative activities, and 10% may be used for a required Homeless Management Information System (HMIS) Upon award, the administrative and HMIS funds will be retained by the City, with the remainder being allocated to non-profit providers via a competitive process It is anticipated that HCD will make award announcements in January, 2017

### **COUNCIL POLICY CONSIDERATION:**

Approval of the subject recommendation has the potential to provide funding for housing and supportive services for homeless individuals/families in Pasadena, and supports and promotes the quality of life and the local economy -- a goal of the City Council's Strategic Objectives Submittal of this Solicitation is in accordance with the Pasadena Continuum of Care system, General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan

### **ENVIRONMENTAL ANALYSIS**

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "General Rule" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA The submittal of an application to

HCD for ESG grant funding will not have a significant effect on the environment and, hence, is not subject to CEQA

**FISCAL IMPACT:**

Approval of the recommended action, the submittal of the Solicitation of Interest to HCD, has no fiscal impact. However, the City has the potential to gain over \$150,000 in grant funding for homeless services programs should HCD approve the request. ESG funds awarded by HCD will be recognized as new revenue and the Department's FY 2018 operating budget will be brought to City Council to be amended accordingly. ESG funds require a 100% match. HMIS funds would be matched with \$15,000 in Continuum of Care funding that the City already receives from HUD, while the administrative funds would require approximately \$7,500 in General Funds, which would be included in the Department's FY18 budget request. The remainder of the funds will be matched by the sub-recipient providers.

Respectfully submitted,

  
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