

Agenda Report

DATE: AUGUST 3, 1998

TO: COMMUNITY DEVELOPMENT COMMISSION

FROM: CYNTHIA J. KURTZ, ACTING CHIEF EXECUTIVE OFFICER

SUBJECT: SUBMISSION OF 1998 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") authorize the filing with the U.S. Department of Housing and Urban Development (HUD), of the 1998 Continuum of Care Homeless Assistance Application for a funding request of \$3, 448,786 for two (2) projects and authorize the Chief Executive Officer ("CEO") to execute, and the City Clerk to attest, the 1998 Continuum of Care Homeless Assistance Application.

EXECUTIVE SUMMARY:

On April 30, 1998, the U.S. Department of Housing and Urban Development (HUD) released the 1998 Continuum of Care for Homeless Assistance Super Notice of Funding Availability (SuperNOFA) announcing \$1,196,920,112 nationally for projects serving the homeless. The deadline to submit an application is August 4, 1998. In response to the SuperNOFA, the Pasadena Community Development Commission (PCDC) released a local 1998 Continuum of Care for Homeless Assistance Request for Proposals (RFP) on June 3, 1998, soliciting qualified non-profit service providers to be participants in the 1998 Continuum of Care Homeless Assistance application as Sponsor Agencies/Sub-recipients. The Commission will serve as the Grantee over these funds. The RFP deadline was July 2, 1998. Proposals were submitted by Union Station Foundation, Pacific Clinics/Passageways, and Pasadena Neighborhood Housing Services. The Union Station Foundation proposal was for \$358,789 for a transitional housing facility for twenty (20) homeless men. The Pacific Clinics/Passageways proposal was for \$3,090,000 for an access and outreach center that will serve nine-hundred homeless men, women and children. The Union Station Foundation and Pacific Clinic/Passageways proposals were selected and are submitted herewith as part of the Commission's HUD application. Both these proposals are renewal projects. The two (2) proposals submitted by Pasadena Neighborhood Housing were for a transitional housing facility that would serve five (5) persons. These proposals were rejected due to incompleteness and failure to meet HUD defined threshold requirements.

BACKGROUND:

A. Continuum of Care

HUD has made addressing homelessness a number one (#1) priority. In order to meet the multi-faceted needs of homeless individuals/families, HUD believes a Continuum of Care approach is the most effective. HUD defines the Continuum of Care as a system of homeless services with four (4) basic components. These components are (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 so they are able make the critical transition from streets to jobs and independent living to the best extent possible.

As outlined in the City of Pasadena Consolidated Plan, as well as the Commission's Affordable Housing Plan, the Commission's Continuum of Care strategy is based on a strong community process for coordinating all available resources as the foundation to addressing the housing and supportive service needs of the homeless community. In the Consolidated Plan, the Commission forms a Continuum of Care by:

- expanding the supply of transitional housing for homeless disabled individuals/families (chronic mental illness, substance abuse, dually/multi-diagnosed, other disabilities);
- expanding access to supportive services to and homeless individuals/families;
- expanding outreach to homeless individuals/families;
- expanding the supply of permanent housing, service-enriched for homeless disabled individuals/families (chronic mental illness, substance abuse, HIV/AIDS, Dually/multi- diagnosed, other disabilities);
- participating with local networks and institutions to coordinate and advocate for increased resources and better utilize existing resources for homeless individuals/families
- working with private sector resources to access and structure financial resources to fund the development of specific projects
- creating a seamless Continuum of Care to address those most likely to fall through the cracks

B. Notice of Funding Availability

On April 30, 1998, HUD released a Notice of Funding Availability (NOFA) for Continuum of Care Homeless Assistance. The deadline to submit an application is August 4, 1998.

Nationwide, \$1,196,920,112 is available in funding . Unlike the 1996 Application cycle where funding amount were outlined and the City of Pasadena was determined to have \$556,000 available in funding, this has not been done for the 1998 Application cycle. It is estimated that \$1.8 million could be available in funding for Pasadena. If an allocation is received, the Commission has three (3) years to spend the funding.

The Continuum of Care Homeless Assistance NOFA is comprised of three (3) funding components: (1) Supportive Housing Program; (2) Shelter Plus Care Rental Assistance (tenant-based, project-based, sponsor-based); and (3) Section 8 Moderate Rehabilitation for Single Room Occupancy (SRO) Dwellings.

It is recommended that the Commission submit an application to HUD under the Supportive Housing funding component. The Supportive Housing Program is designed to promote the development of supportive housing and supportive services to assist homeless individuals/families to transition from homelessness and live as independently as possible. The eligible threshold requirements under the Supportive Housing Program funding component are: transitional housing; permanent housing for persons with disabilities (HIV/AIDS, substance abuse, chronic mental illness, other disabilities); supportive services, which include the acquisition, rehabilitation, and leasing of property, and supportive services; safe havens; and innovative supportive housing. All housing and supportive services under the Supportive Housing Program must serve the homeless and be a new or expanded service.

C. Determination and Prioritization of Homeless Community

The Commission staff in partnership with the Housing and Homeless Network assembled a subcommittee comprised of staff, representatives from the Housing and Homeless Network, representatives from the Homeless Advisory Council (homeless and formerly homeless persons), and non-profit service providers in the areas of HIV/AIDS, substance abuse, domestic violence, and mental health to access 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 prioritized gaps were reinforced by homeless statistical data contained within the City of Pasadena 1994 Homeless Count, the Consolidated Plan (1995), the Commission's Affordable Housing Plan, and statistical data gathered during the 1997-1998 Cold Weather Shelter.

HUD will notify the Commission of our grant allocation and priority Sponsor Agencies to be funded. Based on need estimate and homeless priorities outlined in the Commission's Consolidated Plan (1995), HUD will select which Sponsor Agencies will be funded.

D. Community Outreach Meeting

A community meeting was held on May 28, 1998 at Union Station, an emergency homeless shelter, to solicit comments from both consumers and providers of homeless services with regards to the homeless situation in Pasadena and how we as a community can best address this issue. Forty-seven (41) citizens attended this meeting. Of this number, twenty (20) were currently homeless, and five (5) were formerly homeless (Attachment A).

E. Request for Proposals

In order to meet the HUD requirement of supportive services, the Commission utilized a request for proposals (RFP) process to solicit qualified non-profit service providers to be incorporated in the 1998 Continuum of Care Homeless Assistance application as Sponsor Agencies.

The RFP was released to the public on June 3, 1998. Notices were sent out to numerous service-based agencies, in an extensive outreach effort. All proposals were due July 2, 1998 at 5:00 p.m.. A total of four (4) proposals were submitted by three (3) agencies. The agencies that submitted proposals were Union Station Foundation, Pacific Clinics/Passageways, and Pasadena Neighborhood Housing Services for two (2) projects (Attachment B) (Attachment D). The Union Station Foundation proposal was for \$358,789 for a transitional housing facility to accommodate twenty (20) homeless men who are challenged by substance abuse, mental illness and/or both. The Pacific Clinics/Passageways proposal was for \$3,090,000 for an access and outreach center that will service nine-hundred (900) homeless men, women and children. Pasadena Neighborhood Housing Services submitted two (2) proposals for \$241,500 and \$121,680, respectively for a transitional housing facility to serve five (5) developmentally disabled persons. Both the Union Station Foundation and Pacific Clinics/Passageways proposals are renewal projects.

The Union Station Foundation and Pacific Clinics/Passageways proposals both were selected and are included in the Commission's application to HUD for funding. The Pasadena Neighborhood Housing Services proposals were rejected due to incompleteness and failure to meet HUD defined threshold requirements(Attachment C).

F. Evaluation and Ranking

Each proposal was evaluated and ranked by a six (6) member evaluation panel comprised of members of the Housing and Homeless Network who are active advocates and non-profit homeless service providers. Additionally, each proposer was given the opportunity to do an oral presentation of their proposal.

Proposals were evaluated and ranked based on seven (7) criteria. These criteria are as follows: 1) Project Narrative (20%); Continuum of Care Strategy (20%); Experience/Administrative Capacity (20%); Financial Capacity/Leveraging (10%), Addresses High Priority Need (10%); Renewal projects (10%); Affirmative Action (15%); and Local Preference (5%). In order for a proposer to be included in the application as a project sponsor, they had to receive a score of sixty (60) points or higher in the evaluation and ranking process, meet HUD and locally defined threshold requirements.

G. Renewal Projects

The 1998 RFP was unique this year because it contains instructions for renewal projects. Renewal projects are existing projects whose HUD funding will expire during the 1999 calendar year. In 1997 HUD changed their renewal policy and stated that renewals would be on a competitive basis and not automatic as in the past. Hence renewals are treated like all other projects competing for funding.

The Union Station Foundation and Pacific Clinics/Passageways proposals were both renewal projects. (Attachment B) (Attachment D).

H. Technical Assistance

Staff offered extensive technical assistance to all interested proposers throughout the proposal completion process. On June 4, 1998, a "How to Write an Effective Project Plan" workshop was held at the Pasadena City College Community Education Center. This premise of this workshop was to provide assistance to non-profit agencies on grant writing and applying for Federal dollars. Naomi Guth and Renee Rizo of Shelter Partnership were the facilitators.

The workshop was conducted in conjunction with a proposers' conference to address questions regarding the preparation and submission of the RFP.

I. Application Submission

It is recommended that the Commission submit a 1998 Continuum of Care for Homeless Assistance application under the Supportive Housing Program funding component to HUD for the Union Station Foundation and Pacific Clinics/Passageways renewal projects (Attachment B). A total of \$3,448,786 million in funding is being requested .

HOUSING IMPACT:

Approval of the subject recommendation would result in the provision of twenty (20) transitional housing facility beds for homeless individuals and outreach, assessment and referral services to over nine hundred (900) homeless men, women and children annually.

These affordable housing activities are consistent with the goals and objectives of the Commission's Affordable Housing Plan 1995-2000, the Commission's 1995-1999 Implementation Plan, the Community Development Committee's Fiscal Year 1997-98 Priority Work Program, the Commission Continuum of Care Strategy, the City of Pasadena General Plan (Housing Element), the Northwest Pasadena Community Plan (Housing Element), and the Community Development Block Grant Consolidated Plan.

FISCAL IMPACT:

Approval of the 1998 Continuum of Care Homeless Assistance Application and subsequent approval by HUD could financially contribute approximately \$3,448,786 million to enhance the Continuum of Care system and delivery of supportive housing services for homeless persons residing within the City of Pasadena. Based on conversation with the Office of the Deputy Secretary of HUD, it is estimated that approximately \$1.8 million will be made available.

The aforementioned recommendation will have no fiscal impact on General Funds.

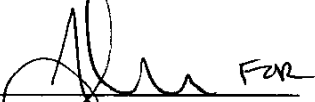
Respectfully Submitted,


CYNTHIA J. KURTZ
Acting Chief Executive Officer

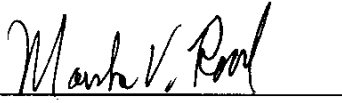
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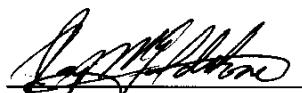

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