

DATE: MAY 24, 1999

TO: COMMUNITY DEVELOPMENT COMMISSION

FROM: CYNTHIA J. KURTZ, CHIEF EXECUTIVE OFFICER

SUBJECT: SUBMISSION OF 1999 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), the 1999 Continuum of Care Homeless Assistance Application for a funding request of **\$1,334,075** for three (3) projects and authorize the Chief Executive Officer ("CEO") to execute, and the City Clerk to attest, the 1999 Continuum of Care Homeless Assistance Application and all other subsequent documents if funding is awarded.

BACKGROUND:

On February 26, 1999, 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 June 2, 1999. Nationwide \$750 million is available in funding. All funding under this grant is competitive. Based on discussions with the office of HUD Deputy Secretary Saul Ramirez, it is estimated that \$1.3 million could be available in funding for Pasadena. If an allocation is received, the Commission has three (3) years to spend the funding.

HUD has made addressing homelessness a number one (#1) 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 (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.

The Commission staff in partnership with the Housing and Homeless Network assembled a subcommittee comprised of Commission 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, to 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

- permanent housing which provides supportive services for singles (e.g., recovery treatment, life skills, job training)
- permanent housing which provides supportive services for families
- transitional housing for youth between the ages of 18-24

The prioritized gaps were supported 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 1998-1999 Bad Weather Shelter Program.

Community outreach to the homeless is also required by the HUD Continuum of Care NOFA. On April 30, 1999, a community meeting was held 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. This was the Commission's third (3rd) Community Meeting. Forty-nine (49) citizens attended this meeting. Of this number, twenty (22) were currently homeless, and three (3) were formerly homeless and the remainder were homeless service providers.

Similarly, on April 12, 1999 the Commission released its 1999-2000 Continuum of Care Request for Proposal (RFP). Notices were sent out to over 200 service-based agencies, in an extensive outreach effort. All proposals were due May 11, 1999 at 5:00 p.m. Technical assistance was offered to all interested proposers throughout the proposal process. On April 14, 1999, a "How to Write an Effective Project Plan" workshop was held. This workshop provided assistance to non-profit agencies on grant writing and applying for Federal dollars. The workshop was conducted in conjunction with a proposers' conference to address questions regarding the preparation and submission of the RFP. A total of four (4) proposals were submitted.

Of the four (4) submitted, one (1) was a renewal project (Passageways/Pacific Clinics). Renewal projects are existing projects whose HUD funding will expire during the 2000 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. Renewals are now treated like all other projects competing for funding.

Proposals were evaluated 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 seventy (70) points or higher in the evaluation and ranking process, and meet HUD and locally defined threshold requirements.

Each proposal was evaluated and ranked by a four (4) 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 provide an oral presentation of their proposal. Only one (1) proposal was rejected (Homes for Life) for poor project financial feasibility, lack of connectiveness to the City of Pasadena's Continuum of Care strategy and concerns surrounding project readiness and community participation.

HOUSING IMPACT:

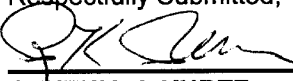
Approval of the recommendations would result in the provision of housing and services for 1,025 homeless individuals/families.

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 1999 Continuum of Care Homeless Assistance Application and subsequent approval by HUD could financially contribute approximately **\$1,334,075** to enhance the Continuum of Care system and delivery of supportive housing services for homeless persons residing within the City of Pasadena.

Respectfully Submitted,


for **CYNTHIA J. KURTZ**
Chief Executive Officer

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