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County of San Luis Obispo

2022 Public Services and Economic Development (CDBG, ESG, HOME, General Fund, PLHA)

Deadline: 11/1/2021

5CITIES HOMELESS COALITION

22-23 Homeless Services: Shelter, Outreach, RRH and HP Services,

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\$ 229,000.00 Requested

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Eligibility [top](#)

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

1. Please identify all funding sources being requested:

This question will be used to branch only those questions related to the funding sources requested in this application, so don't worry if your application has skipped question numbers.

- ☐ CDBG only
- ☐ ESG only
- ☐ ESG-CV only
- ☐ HOME only
- ☐ General Funds only
- ☐ PLHA only
- ☒ Select this for any combination of grant funding requests(CDBG, ESG/ESG-CV, HOME, PLHA, and General Funds)

National Objectives

2. CDBG ONLY - Please select the national objective that best applies to the proposed project

Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library for more

information regarding CDBG national objectives.

- ☒ Low/Moderate Income
- ☐ Slums or Blight
- ☐ Urgent Need

3. CDBG ONLY - IF LOW/MODERATE INCOME WAS SELECTED: Select which criteria the proposed project intends to qualify under to meet the Low/Moderate Income objective

Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library for more information regarding the Low/Moderate Income national objective.

- ☐ Area Benefit
- ☒ Clientele
- ☐ Housing
- ☐ Jobs
- ☐ N/A - Low/Moderate Income NOT selected

4. CDBG ONLY - IF SLUM OR BLIGHT WAS SELECTED: Select which criteria the proposed project intends to qualify under to meet the Slums or Blight objective

Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library tab for information regarding the Slums or Blight national objective.

- ☐ Area Basis
- ☐ Spot Basis
- ☐ N/A - Slums or Blight NOT selected

5. CDBG ONLY - Please explain how the proposed project meets the selected National Objective.

Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library tab.

5CHC's Shelter and Outreach Services will be provided to benefit a clientele who are generally presumed by HUD to be principally L/M income persons - those who are homeless. This population is among those who are currently presumed by HUD to be made up principally of L/M income persons: Reference: §570.208(a)(2)(i)(A).

5CHC's Housing Program targets financial assistance and services to individuals and families based on income and anticipated need, following a coordinated entry assessment and progressive engagement model. Those who receive emergency grants for subsistence payments (rental assistance, 05Q) or for deposit assistance (05T Assistance will be provided to benefit a clientele who are generally presumed by HUD to be principally L/M income persons - those who are homeless. This population is among those who are currently presumed by HUD to be made up principally of L/M income persons: Reference: §570.208(a)(2)(i)(A). Additionally, as some assistance will be provided to those of imminent threat of homelessness, 5CHC's program additionally requires information on family size and income so that it is evident that at least 51% of the clientele are persons whose family income does not exceed the L/M income limit. Reference: §570.208(a)(2)(i)(B) and (C)

6. ESG/ESG-CV ONLY - Please select all objectives applicable to the proposed project, as established in "Opening Doors: Federal Strategic Plan to Prevent and End Homelessness" or the CARE Act.

- ☐ Finish the job of ending chronic homelessness in five years
- ☒ Prevent and end homelessness among veterans in five years
- ☒ Prevent and end homelessness for families, youth, and children in ten years
- ☒ Set a path to ending all types of homelessness
- ☒ Prevent, prepare for, and respond to COVID-19 outbreak among individuals and families who are homeless or receiving homeless assistance
- ☒ Support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19

7. ESG/ESG-CV ONLY - Please explain how the proposed project supports the selected objective(s).

The Federal Strategic Plan to Prevent and End Homelessness focuses on collaboration and strategic action; education and service improvements; utilization of affordable housing; targeting the needs of families and children; recognizing that health is a determinant of housing stability; and the role of other supportive services.

Collaboration/Strategic Action: 5CHC Homeless Services program is integrated in the local Continuum of Care, focusing on collaboration and strategic action. 5CHC is a key participant in the Coordinated Entry System receiving referrals community partners throughout the compendium of services. Additionally, 5CHC staff participate in HSOC at all levels, with the Executive Director currently serving as chair of Data and Finance; a member of the Executive Committee; and on the ad-hoc Ten-Year Plan update.

Service Improvements: 5CHC staff participate in HSOC's Services Coordinating Committee, which is focused on improving the integration of services and regularly participate in evidence-based trainings (Mental Health First Aid, etc.) 5CHC also has a program of providing staff trainings monthly with other service professionals and partner agencies.

Access and Utilization of Affordable Housing: 5CHC's Housing Program couples short-term financial assistance with housing stabilization services which have been documented to be cost-effective in both preventing the occurrence of homelessness, and ensuring that homelessness is brief and a one-time occurrence. With our partnership with the SSVF program we are able to serve Veterans, including those who may not qualify for the SSVF program. We also maximize use of affordable housing and supports with People's Self-Help Housing and HASLO. 5CHC has aggressively works with current and existing clients to complete applications and offer needed financial assistance.

Families and Children: 5CHC provides housing services working with family programs such as SAFE, FIT, and the Family Resource Centers. 5CHC also has a program specifically targeted to Transitional Age Youth experiencing homelessness.

Health and Supportive Services: Through our work with Dignity Health, 5CHC's outreach case managers and benefits acquisition advocate work to connect clients to health resources, as well as provide assistance post-hospitalization. 5CHC's coordinated entry and outreach staff are regularly offering support for services needed such as one-time financial assistance, family reunification, acquisition of public benefits, identification, health-care navigation and the role that other supportive services can play. 5CHC regularly offers vaccination options and provides needed ppe to those experiencing homelessness.

Beneficiary Documentation

8. How will you document and maintain income status or presumed benefit status for CDBG?

Please provide a sample of your Client Intake Form under the Documents Requested section below. Income verification for CDBG beneficiaries must be provided in accordance with 24 CFR Part 5; a link is provided in the Library.

Attached are our current policies regarding income verification. A household's income is any money that goes to, or on behalf of, the head of household or spouse (even if temporarily absent) or to any other household member. When calculating income for eligibility, annual income includes the current gross income of all adult household members and unearned income attributable to a minor (e.g., child support, TANF payments, SSI payment, and other benefits paid on behalf of a minor). Gross income is the amount of income earned before any deductions (such as taxes and health premiums) are made. Current Gross Income is the income that the household is currently receiving at the time of application for assistance. Income recently terminated should not be included. The attached calculation form is used to determine the applicant's income eligibility.

9. How will you collect demographic data on the beneficiaries of the proposed project (i.e. racial/ethnic characteristics)? (General Fund requests are exempt from this requirement)

Please provide a sample of your Client Intake Form under the Documents Requested section below. To qualify for an award of Federal and State funds, the agency must collect race and ethnicity information from all clients.

Utilizing the attached Enrollment Packet, including Coordinated Intake assessment, applicants are asked to self-disclose their demographic data, including race and ethnicity, age range and disability. This data is collected and entered into the County Homeless Management Information System.

Eligible Activities

10. CDBG ONLY - Identify all eligible activities that apply to the proposed project

Please refer to "Basically CDBG" or the "CDBG Guide to National Objectives and Eligible Activities" in the Library tab for information regarding CDBG eligible activities.

- ✓ Public Services (General)
- ✓ Operating Costs of Homeless/AIDS patients programs
- Ⓔ Senior Services
- Ⓔ Handicapped Services
- Ⓔ Legal Services
- Ⓔ Youth Services
- Ⓔ Transportation Services
- Ⓔ Substance Abuse Services
- Ⓔ Services for Battered and Abused Spouses
- Ⓔ Crime Awareness or Neighborhood Cleanups
- Ⓔ Fair Housing Activities
- Ⓔ Tenant/Landlord/Housing Counseling

- ☐ Child Care Services
- ☐ Health Services
- ☐ Services for Abused and Neglected Children
- ☐ Mental Health Services
- ☒ Subsistence Payments, Homeless Assistance, Rental Housing Subsidies or Security Deposits
- ☐ Job training and job placement services
- ☐ Assistance to microenterprises (technical assistance, business support services, and other similar services to owners of microenterprises or persons developing microenterprises)

11. ESG ONLY - Identify all eligible activities that apply to the proposed project

- ☒ Emergency Shelter
- ☒ Street Outreach
- ☒ Rapid Re-Housing
- ☒ Homelessness Prevention
- ☒ HMIS

12. GENERAL FUND ONLY - Identify all eligible activities that apply to the proposed project

General Funds activities are limited to those regarding emergency/homeless shelters and warming centers

- ☒ Operations (e.g. maintenance, repair, utilities)
- ☒ Services (e.g. case management, child care, education services, employment assistance, outpatient health services, legal services, life skills training, mental health services, and substance abuse treatment)
- ☐ Administration
- ☒ HMIS

13. ESG-CV ONLY - Identify all eligible activities that apply to the proposed project

- ☐ Emergency Shelter
- ☐ Street Outreach
- ☐ Rapid Re-Housing
- ☐ Homelessness Prevention
- ☐ HMIS

14. HOME ONLY - The only activity under the public service application for HOME is Tenant Based Rental Assistance (TBRA)

- ☐ TBRA

15. PLHA ONLY - Identify all eligible activities that apply to the proposed project

Eligible activities must assist persons who are experiencing or At risk of homelessness and can include, but are not limited providing rapid rehousing, rental assistance, supportive/case management services, and operating costs.

-no answer-

Documents Requested *

Required? Attached Documents *

Client Intake Form(s) for Limited Clientele (if applicable)

[5chc Housing Packet](#)

[5CHC Intake](#)

[5chc Housing Packet Spanish](#)

[5chc Privacy Notice](#)

[5CHC ESG Policies and Procedures](#)

Map for Area Benefit (if applicable)

CDBG Requirements and Acknowledgements
(Please download the template below and upload an initialed document here)

[download template](#)

[Subrecipient Acknowledgement](#)

General Liability Insurance

[5CHC General Liability Umbrella Policy](#)

Some answers will not be presented because they are not part of the selected group of questions based on the answer to #1.

1. Please identify the funding sources being requested:

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- ☐ CDBG only
- ☐ ESG only
- ☐ HOME only
- ☐ General Funds only
- ☐ PLHA only
- ☒ Select this for any combination of grant funding requests (CDBG, ESG, HOME, General Funds, PLHA)

Project Summary

2. Project Address(es):

If the proposed project has multiple addresses, please upload a map of the specific locations under the Documents tab

100 S. 4th Street, Grover Beach - Housing Navigation Center, Outreach Services, Admin.

800 W. Branch Street, Arroyo Grande - Warming Center

216 S. 16th Street, Grover Beach - Non-Congregate Shelter

P.O. Box 558, Grover Beach, CA 93483 - Mailing

Services are provided county-wide (with the exception of Grover Beach for purposes of this CDBG/ESG application). As the City of Grover Beach is not a participating jurisdiction of the Urban County of San Luis Obispo, CDBG regulations do not allow the expenditure of CDBG funds to benefit residents of, nor expend these funds within, the City of Grover Beach. Therefore, the 5CHC shall not use CDBG or ESG funds to benefit clients from the City of Grover Beach nor use CDBG funds for subsistence payments within the City of Grover Beach.

3. Jurisdiction(s)/Area(s) Served:

Select all that apply

- ☒ Arroyo Grande
- ☒ Atascadero
- ☒ Morro Bay
- ☒ Paso Robles
- ☒ Pismo Beach
- ☒ City of San Luis Obispo
- ☒ County of San Luis Obispo

4. Brief Project Description:

You will have the chance to expand on your project description further in the application. Please upload any maps, photos, drawings or plans under the Documents tab

5CHC proposes both continued and expanded comprehensive homeless services including coordinated entry, street outreach, emergency shelter, and housing navigation services. With a focus on helping clients to secure and maintain stable housing, 5CHC will conduct outreach, sheltering, coordinated assessment, and case management to provide rapid re-housing and homeless prevention services to residents of San Luis Obispo County, utilizing Housing First principles of providing housing support coupled with supportive services.

With the support and guidance of case management, those who are experiencing homelessness will be supported with their immediate needs (including food and shelter) while also receive coaching, financial literacy, advice on credit repair, and life and job skill guidance coupled with short-term financial assistance for move-in expenses or homeless prevention rental assistance.

5. Please answer the following:

Please write N/A for any questions that are not applicable.

CDBG funding requested

ESG funding requested

HOME funding requested

General Funds requested

	PLHA funding requested "
229,000.00	SUBTOTAL
7/1/2022	Anticipated start date
6/30/2022	Anticipated end date
229,000.00	TOTAL

6. Type of agency:

- ☒ 501(c)(3)
- ☐ For Profit
- ☐ Gov't/Public
- ☐ Other:

Agency Details, Capacity, and Experience

7. Is the organization faith-based?

- ☐ Yes
- ☒ No

8. Please answer the following:

If this is your first time applying to the County for funds, please upload your organizations' incorporation documents in the Documents tab.

3/3/2009	Date of incorporation
1,300,000	Annual operating budget
16	Number of paid staff
75	Number of volunteers
1,300,091.00	TOTAL

9. Agency Mission Statement:

5CHC's Guiding Principles

I. Housing First

For 5Cities Homeless Coalition "Housing First" means that we seek to provide housing as a means to recovery, rather than a reward. Our overarching goal is to connect homeless people to permanent housing as quickly as possible. Meeting the client "where they're at," our work is focused on the development of a case plan that is oriented toward their success in obtaining or maintaining housing, which is predicated by consumer choice and self-determination. Our services support the client in identifying the barriers to stable housing that they are experiencing, and assisting them with services to address these fundamental challenges.

Through this Housing First lens, we progressively engage clients through engagement, assessment, diversion, and addressing immediate needs (such as food and sheltering) as we work with the client with housing stabilization planning, including financial management.

5Cities Homeless Coalition offers services as needed and requested on a voluntary basis and does not make housing contingent on participation in services. Within the Housing First framework, our approach with clients is based on the following principles: Trauma Informed; Housing Focused; Recovery Oriented; Person Centered; and Strengths Based.

II. Personal and Professional Integrity

All staff, board members, and volunteers of 5CHC and its partners act with honesty, integrity, and openness in all their dealings as representatives of the organization. The organization promotes a working environment that values Respect, Integrity, Teamwork, and Excellence through its RITE Values.

III. Mission

5Cities Homeless Coalition strengthens our community by mobilizing resources, fostering hope, and advocating for those who are homeless and facing homelessness. Through collaboration and leadership, the Coalition is building an engaged community that fully understands the complexities of homelessness and actively shares the responsibility of creating and implementing solutions to eliminate it.

IV. Governance

5CHC has an active governing body, representative of our community, responsible for setting the mission and strategic direction; and oversight of the finances, operations, and policies of 5CHC.

VIII. Program Evaluation

5CHC regularly reviews program effectiveness and has mechanisms to incorporate lessons learned into future programs. The organization is committed to improving program and organizational effectiveness and develops mechanisms to promote learning from its activities and the field. 5CHC is responsive to changes in its field of activity and is responsive to the needs of its constituencies.

IX. Inclusiveness and Diversity 5CHC has a policy of promoting inclusiveness and its staff, board, and volunteers reflect diversity in order to enrich its programmatic effectiveness. 5CHC takes meaningful steps to promote inclusiveness in its hiring, retention, promotion, board recruitment, and constit

10. Please describe the services your organization is CURRENTLY providing (regardless of funding source).

5Cities Homeless Coalition provides wrap-around services including case management and direct financial assistance - with a special emphasis on our housing support program.

5CHC's housing support program serves clients throughout San Luis Obispo County who are either homeless or facing homelessness. These programs include Street Outreach; Emergency Shelter; Coordinated Entry; Immediate Needs Assistance; Housing Navigation and Stabilization (including the enrollment support for the California Covid Rental Relief Program); Transition Age Youth Targeted Services; Financial Literacy Training; Benefits Acquisition; HMIS data management; Special Projects (Census; Point In Time Count, etc.) and referral services to other appropriate community resources.

5CHC's Programs align with 25 CCR § 8409 Core Practices and are targeted to individuals and families who "without" these programs will become or will remain homeless. These programs target area residents with the most urgent and severe needs including Families with Children; Chronically Homeless; Veterans; Unaccompanied Youth; Victims of Domestic Violence.

Following local coordinated entry protocols, we seek to identify and serve people who:

- Are unsheltered and living in places not designed for human habitation;
- Have experienced the longest amount of time homeless;
- Have multiple and severe service needs that inhibit their ability to secure housing on their own; and
- Through homelessness prevention activities, are at greatest risk of becoming literally homeless without an intervention and are at greatest risk of experiencing a longer time in shelter or on the street should they become homeless.

With these activities we will work to ensure services are low-barrier and accessible; help participants identify and resolve barriers to housing; assist them to resolve their housing crisis before focusing on other non-housing related services; allow participants to choose the services and housing that meets their needs; connect participants to appropriate services and offer financial assistance initially at a minimum level and adding as needed through progressive engagement.

In 2020, 5CHC fielded over 4,500 calls for assistance in 2020 and provided direct assistance to 310 households countywide, including 76 single parents, 30 seniors, 117 who are disabled, and 65 transition age youth. 5CHC helped 65 households obtain housing and an additional 51 households avoid homelessness. 5CHC also provided basic needs assistance to 737 (utilities, relocation costs, gasoline, bus passes, auto repairs, clothing, employment readiness, detox/sober living, emergency food, rental and application fees) and offered an emergency shelter on cold and rainy nights through the winter.

11. Please describe the services your organization PROPOSES to provide (regardless of funding source).

5Cities Homeless Coalition proposes to continue to provide these same wrap-around services, with the addition of a non-congregate emergency shelter that is currently being developed on the County's health services campus in Grover Beach.

5CHC's will continue services for Street Outreach; Emergency Shelter (warming center and non-congregate emergency shelter); Coordinated Entry; Immediate Needs Assistance; Housing Navigation and Stabilization (including homeless prevention); Transition Age Youth Targeted Services; Financial Literacy Training; Benefits Acquisition; HMIS data management; and referral services to other appropriate community resources.

Information & Referral / Coordinated Entry:

Assistance begins with general information and referral to community services coupled with a comprehensive assessment of needs, identification of barriers and development of an immediate action plan. Access to computer, internet, phone, mailing address, food, clothing and hygiene supplies.

Rapid Re-Housing and Homeless Prevention Program:

Case management and financial assistance for deposit, rent and immediate needs for those who are homeless or facing homelessness. Services provided Countywide. Partnership with Good Samaritan includes Veteran Services.

Immediate Needs:

5CHC assists homeless and low-income families and individuals in South County with limited funds to address their immediate needs, and move them to self-sufficiency. Examples of assistance are utilities, gasoline, bus voucher, auto

repairs, clothing, employment readiness, detox/sober living, basic needs, emergency food etc.

Benefits Advocacy:

5CHC clients are offered additional guidance and advocacy for obtaining and retaining public benefits, including SSI, SSDI, Medicare, along with financial literacy and budgeting training.

Outreach

5CHC Street Outreach team works with those living on the street and in camps throughout southern San Luis Obispo County to connect them to services and resources including food, transportation, public benefits, identification and family relocation. Additionally working to improve discharge planning with Arroyo Grande Community Hospital, and County Jail, the program serves those who are patients or inmates who are homeless by working to develop a post-release discharge plan.

Homeless Youth:

Outreach and case management targeting homeless youth age 16-24, providing support for immediate needs, education and job development, and housing assistance. 5CHC has master-leased several housing units, and is initiating a housing support Host Home program. It is anticipated that new housing units targeted to TAY will come online during this grant, in partnership with People's Self-Help Housing.

Emergency Shelter: 5CHC will continue to offer an emergency winter warming center for drop in shelter needs and will provide a non-congregate shelter including intensive case management targeted at securing housing for those who are chronically home

12. How does the project complement and collaborate with existing efforts? Does your organization partner with other organizations?

5CHC engages with a broad spectrum of community partners to assist those needing assistance. In particular 5CHC, ECHO and CAPSLO have, as part of the coordinated entry system, worked to geographically distribute responsibilities in order to provide enhanced services without duplication. These agencies have been meeting regularly to coordinate outreach activities countywide, and have recently been joined by Salvation Army. T-MHA (in partnership with Public Health) has also begun working with our outreach teams as we begin planning for COVID-19 vaccinations in the field.

5CHC is currently working in partnership with the City of Grover Beach and Integrated Waste Management to provide trash bags and regular dumpster service at one key camp in order to minimize trash and improve hygiene. 5CHC is also expanding its partnership with SLO Bangers to provide sharps containers, clean-up and wound care supplies to those living in camps in South County. These are just a few examples of how 5CHC seeks out partners in addressing the needs of those chronically homeless in South County.

5CHC also works closely with grass-roots services providers and the faith community in South County. 5CHC staff regularly connect with Arroyo Grande Community Hospital, Community Health Centers of the Central Coast, Lucia Mar Unified School District Families In Transition Program; SAFE System of Care, Family Resource Centers, County Drug and Alcohol, County Jail, Dept. of Social Services, State Rangers, Law Enforcement, City Government, business and other community stakeholders.

As mentioned earlier, 5CHC endeavors to be a collaborative and strategic partner in service delivery and development throughout San Luis Obispo County. The agency dedicates substantial staffing resources to participation in HSOC and the evaluation and refinement of the area's services, from piloting new initiatives to evaluation and review of client outcomes.

Known for being "nimble," 5CHC has often times sought to pilot new services in the County such as its Youth Program and impending Non-Congregate Shelter Program. That said, when asked, 5CHC has also shared its expertise or offered to partner with others. Most recently 5CHC joined with Lumina Alliance in an effort to expand DV services in South County; has been asked to provide Housing Navigation training to Salvation Army staff; and worked to identify potential board volunteers and provide mentorship to Shower The People.

13. If the proposed project will serve homeless households, please describe how the project will coordinate with other homeless service providers to connect homeless individuals and families to resources.

If this question is not applicable, write N/A in the box below.

In 2016, CAPSLO, 5Cities Homeless Coalition (5CHC) and El Camino Homeless Organization (ECHO) partnered together to develop a Coordinated Entry System (CES) to provide screening, diversion, and case management services to homeless individuals and families throughout the county. Together with county staff, the partners developed an integrated system that avoids duplication of services and streamlines access to the most appropriate service providers to meet client needs.

Through the CES, each agency covers a different region of the county. 5CHC operates in South County and coastal areas south of Avila. This program provides a foundation for prioritizing services for those who are unsheltered, have experienced homelessness the longest amount of time, and who have multiple and severe services needs that inhibit their ability to quickly

identify and secure housing on their own. Individuals at risk of homelessness can also find resources to assist them in stabilizing their situation in order to remain in their housing.

5CHC's case managers regularly participate in county-wide case management meetings to assess client needs, review the County's service priority list. 5CHC participates in the SAFE system of care targeting children and youth and their families. As mentioned previously we are regularly meeting with clients in the Jail, and participate in the Jail to Community case plan meetings.

Recently a family of 14 adults and 20 children (from seven households) arrived in SLO County, fleeing targeted extreme violence in Mexico. 5CHC is working with more than 20 agencies, and government service providers to coordinate needed services for these families, including mental health, physical health, education, employment, legal services and more. 5CHC's role is in assisting with housing navigation services and providing financial assistance for immediate needs not covered by other services - for example telephone and email for each household.

14. Please describe your organization's capacity to implement the proposed project. Who will be involved? List projects of similar size and type that your organization has completed.

5CHC has been providing these same services for several years. As mentioned in 2016 5CHC joined the Coordinated Entry collaborative with CAPSLO and ECHO. 5CHC has been the lead Rapid Re-Housing and Homeless Prevention provider in the County since 2017, providing these housing services countywide. Since 2015 the agency has operated a Winter Warming Center. In 2019 the agency initiated a targeted Youth program; and expanded its Street Outreach Efforts.

5CHC staff include those with lived experience homeless. 5CHC staff include 6 who are bilingual/bicultural speaking both English and Spanish; additionally the agency has access to support those who are mono-lingual Mixteco. 5CHC staff have extensive training and relationships with those in the LBTGQ community

At present the agency is managing more than 50 grants for services similar to those requested here, from federal, state, local government, and private business. Of these current grants many are targeted to respond to the impacts of COVID, which will conclude within three months of the beginning of this grant period.

Current grants include:

- Emergency Solutions Grants, annual and CV restricted
- Community Development Block Grants - Urban County and Grover Beach, annual and CV restricted
- County of San Luis Obispo General Fund
- County of San Luis Obispo CBO/Preventative Health
- Continuum of Care - Coordinated Entry services
- CESH – Coordinated Entry, Homeless Outreach Service

Several additional contracts are pending including HHAP 1.

5CHC employs a dedicated HMIS Data Manager to ensure quality compliance and track client outcomes. This position is supported with three finance employees, including one charged with Grants Management for accountability of expenses and fulfillment of grant commitments. The agency's Associate Director is responsible for authorizing all funding requests and reporting on program outcomes. With each program (Street Outreach, Shelter, Coordinated Entry, Housing Navigation) staff are dedicated to client outreach, engagement, and case management, with program supervision and oversight. The agency's Executive Director is directly engaged in initial program development, and efforts to address services on a regional basis.

15. Briefly describe your agency's record keeping system with relevance to the proposed project.

Refer to Chapter 13 of "Basically CDBG" in the Library for more information on record keeping for CDBG.

Programmatically:

Clients initially are asked to complete a coordinated intake that is documented through ClientTrack. Referrals and client files are formatted in specific order to ensure all forms are completed and accounted for, detailing client housing stability plan, income verification, etc.

Lastly all enrolled clients are tracked through the County's Homeless Management Information System (HMIS), both at intake and program exit.

Administratively:

All funding requests are dual tracked through the agency's financial accounting process by class and grant and a program-based master assistance file. All expenditures for the program are verified for eligibility against program budget and HUD requirements and CDBG regulations with appropriate back-up documentation, copies of which are maintained separately for review and monitoring. Matching responsibilities are tracked concurrently against grant expenditures.

5CHC staff have received training in the requirements of Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200), Community Development Block Grants (24 CFR Part 570) and 24 CFR Part 576 - Emergency Solutions Grant Program.

16. CDBG/ESG ONLY - Will the services offered by your organization increase or expand as a result of CDBG/ESG assistance?

-answer not presented because of the answer to #1-

17. CDBG/ESG ONLY - IF YES TO ABOVE - What new programs or services will be provided?

-answer not presented because of the answer to #1-

18. CDBG/ESG ONLY - IF YES TO QUESTION 16 - Describe how existing programs or services will be expanded and what percentage of an increase is expected.

-answer not presented because of the answer to #1-

19. Please describe the proposed project in detail (i.e. What activities are to be undertaken? What are the projects' goals?).

Please attach a timeline of the project milestones under the Documents tab.

Working through a model of progressive engagement, 5CHC services will be offered to "meet the client where they're at" and assist them to develop and execute a plan to housing stability.

Street Outreach - Daily outreach throughout South County, with special focus on known encampments, and coordination with local law enforcement and rangers.

Coordinated Entry - daily intake and assessment, estimated 1 hr per assessment

Diversion - Reunification - helping people avoid homelessness or divert from use of SLO County resources by providing reunification services and transportation

Immediate Needs - Providing assistance as needed for one-time support for immediate needs - especially targeted to homeless prevention and immediate needs to facilitate housing search and employment.

Housing Navigation & Case Management - On-going case management and housing search support for income-qualified clients (homeless prevention) and those experiencing homelessness.

Non-Congregate Shelter - schedule to open in early 2022 providing wrap-around intensive services (shelter, food, basic needs, benefits acquisition, housing search, and supportive services) for up to 40 residents in 90-180 program. Funding secured through Sept. 2022.

Warming Center - drop in shelter on cold and rainy nights Nov 22-March 23.

Client Training (i.e. Financial Literacy) - on-going part of case management for all interested clients.

HMIS - daily capturing of client touchpoints and demographic from intake to exit.

Grants Management - on-going management of expenditure documentation and reporting.

Project Details

20. Please estimate the number of unduplicated persons or households to benefit from the proposed project. Write "p" for persons or "hh" for households.

Please refer to the Library for HUD Income Limits and information on CDBG Presumed Low/Mod Income populations. Please enter any presumed benefit persons as low-income.

TOTAL number of persons (p) or households (hh) regardless of income

Of the total number of persons (p) or households (hh) entered above, how many will be LOW-INCOME (earning 51% - 80% or less of the County median-income)(HUD funding only)

Of the total number of persons (p) or households (hh) entered above, how many will be VERY LOW-INCOME (earning 50% or less of the County median-income)(HUD funding only)

Of the total number of persons (p) or households (hh) entered above, how many will be earning 60% or less of County median-income(PLHA only)

TOTAL

21. CDBG ONLY - If the project serves any of the presumed benefit populations under the Low/Moderate Income national objective, please describe how the project will directly benefit the populations identified.

-answer not presented because of the answer to #1-

22. ESG ONLY - FOR EMERGENCY SHELTER ONLY: Please identify the following projected accomplishments and portion of funding requested to go towards each service type for the 12-month contract period.

-answer not presented because of the answer to #1-

23. ESG ONLY - FOR STREET OUTREACH ONLY: Please identify the following projected accomplishments and portion of funding requested to go towards each service type for the 12-month contract period.

-answer not presented because of the answer to #1-

24. ESG ONLY - RAPID RE-HOUSING ONLY - Please identify the following projected accomplishments and portion of funding requested to go towards each service type for the 12-month contract period.

-answer not presented because of the answer to #1-

25. ESG ONLY - FOR HOMELESSNESS PREVENTION ONLY: Please identify the following projected accomplishments and portion of funding requested to go towards each service type for the 12-month contract period.

-answer not presented because of the answer to #1-

26. ESG ONLY - FOR HMIS ONLY: Please identify the portion of funding requested to go towards each service type for the 12-month contract period.

-answer not presented because of the answer to #1-

27. GENERAL FUND ONLY - OVERNIGHT SHELTERS ONLY - Please answer the following:

-answer not presented because of the answer to #1-

28. GENERAL FUND ONLY - Please identify the following projected accomplishments:

-answer not presented because of the answer to #1-

29. Identify the projected target population(s) your proposed project and activities will serve (including age, race, residency, handicap status, income level or other unit characteristics or subgroup information) and how those populations will benefit

5CHC's programs are targeted to individuals and families who "without" these programs will become or will remain homeless. These programs target area residents with the most urgent and severe needs including Families with Children; Chronically Homeless; Veterans; Unaccompanied Youth; Victims of Domestic Violence.

Following local coordinated entry protocols, we seek to identify and serve people who:

- Are unsheltered and living in places not designed for human habitation;
- Have experienced the longest amount of time homeless;
- Have multiple and severe service needs that inhibit their ability to secure housing on their own; and
- Through homelessness prevention activities, are at greatest risk of becoming literally homeless without an intervention and are at greatest risk of experiencing a longer time in shelter or on the street should they become homeless.

5CHC's Coordinated Entry and Street Outreach services will be targeted to those experiencing homelessness or at-risk of homelessness living in South County, unless requested by other service partners - for example, due to COVID some partners were required to shut their facilities and 5CHC was asked to assist with added coordinated entries.

All other services will be provided County-wide, or be open to anyone living in the County (shelter services) and will meet the demographic breakdown of the County (including age, race, residency, handicap status, income level). All financial services provided through this grant will be provided based on income verification and homeless status as required. Utilizing the attached Coordinated Intake Form, applicants are asked to self-disclose their demographic data, including race and ethnicity.

Additionally 5CHC's website, facebook page, and outreach materials all provide logos for Fair Housing and Accessibility and are provided in both English and Spanish. 5CHC has added a translation tab to its website, and is working to expand bilingual communications through social media.

30. Has environmental review been completed (CEQA and/or NEPA)?

- ☐ Yes - CEQA review completed
- ☐ No - CEQA review not completed
- ☒ N/A - CEQA not required
- ☐ Yes - NEPA review completed
- ☐ No - NEPA review not completed
- ☒ N/A - NEPA not required

31. Please answer yes or no to the following:

If applicable, please upload a copy of the Phase I or II environmental assessment under the Documents tab.

n/a Has a Phase I or Phase II environmental assessment been conducted for the property?

n/a List and describe any known hazards (e.g. asbestos, storage tanks – underground, aboveground)

n/a	Is the project on a property designated or been determined to be potentially eligible for designation as a local, state, or national historic site?
n/a	Are the building(s)/structure(s) located on a Historic Site or within a Historic District?
n/a	Is the project located within a 100-year flood plain?
n/a	IF YES TO ABOVE, does your agency have flood insurance?
n/a	Will there be demolition required?
0.00	TOTAL

32. Identify all permits necessary for the project (local, state or federal).

n/a

33. State whether or not the necessary permits have been issued. If a permit has not yet been issued, indicate when the permit(s) will be applied for or issued.

Please provide proof of permit issuance under the Documents tab.

n/a

34. Briefly describe your agency's auditing requirements, including those for the proposed project.

Please upload a copy of your most recent audit under the Documents tab.

5CHC engages an independent auditor annually to review the financial records of the organization. The last one completed, attached, represents calendar year ending Dec. 31, 2020. The level of federal grants currently administered by 5CHC does not require a "single audit;" however 5CHC has engaged an auditor to conduct such an audit for 2021, due to an increase in federal assistance in our current fiscal year.

Financial

35. How do you plan to fund the operation and maintenance costs (if any) associated with this project? Are these funds available now? If not, when will they be available?

General maintenance and occupancy expenses are funded through other grants and direct donations. 5CHC's does not carry a debt for its Housing Navigation Center located at 100 S. 4th Street. Funding for the location of the 5CHC winter warming center is anticipated to be partially funded through a grant that has been awarded with the City of Grover Beach (GB- CDBG) and partially through this application. The location of the Non-Congregate Shelter Program at 216 16th Street is expected to be leased to 5CHC by the County at no cost. Funds for the operation of the shelter program has been partially secured through September 2022. Additional funds will be needed for continued operation, and 5CHC is working to solicit support through other grants (HHAP 2; HOME-ARP, ARPA and private donations).

36. Do you have any grant funds remaining from prior Fiscal Year allocations?

☒ Yes

☐ No

37. IF YES TO ABOVE, please answer the following:

If this question is not applicable, write N/A in the boxes below.

2021-22	What fiscal year(s) did you receive the funding?
ESG/CDBG/G	What project did you receive the funding for?
\$109,013	How much is remaining?
109,013.00	TOTAL

38. CDBG ONLY - Identify all jurisdictions you are applying to for CDBG funds by indicating the amount applied for at each jurisdiction.

-answer not presented because of the answer to #1-

39. GENERAL FUND ONLY - Please indicate the estimated portion of funding to go towards the following activities:

-answer not presented because of the answer to #1-

40. HOME Only - TBRA Only - Please indicate the amounts to be spent for rental assistance, deposit assistance, and project administration?

-answer not presented because of the answer to #1-

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Funding Sources/Revenues

	Committed	Conditional	Proposed
CDBG Funding (this request)			\$ 89,000.00
ESG Funding (this request)			\$ 65,000.00
General Funds (this request)			\$ 75,000.00
ESG-CV Funding (this request)			
HOME Funds (this request):			
PLHA Funds (this request):			
Local/County (non-federal)(please specify): State ESG 22-23, \$100,000, CoC Coordinated Entry \$54,000, CESH 22-23 \$91,000, CBO \$30,000	\$ 100,000.00	\$ 175,000.00	
Local/City (non-federal)(please specify):			
In-kind (Private Contributions, Office Space)	\$ 150,000.00	\$ 135,000.00	
Other (please specify): GB CDBG Warming Center 22-23 - \$50,000, Serving GB Residents at Warming Center	\$ 50,000.00		
Total	\$ 300,000.00	\$ 310,000.00	\$ 229,000.00

Funding Uses/Expenses

	CDBG	ESG & ESG-CV	General Fund	HOME	PLHA
Personnel Costs	\$ 28,000.00	\$ 35,000.00	\$ 55,000.00		
Operating Costs			\$ 20,000.00		
Professional Services					
Capital Outlay					
Permits, Development Fees					
Legal and Public Notices					
Other (please specify):					
CDBG Subsistence Rent 05Q	\$ 36,000.00				
CDBG Deposit 05T	\$ 25,000.00				
ESG Housing Stabilization (Deposits)		\$ 20,000.00			
ESG Rent		\$ 10,000.00			
Total	\$ 89,000.00	\$ 65,000.00	\$ 75,000.00	\$ 0.00	\$ 0.00

Budget Narrative

CDBG:

Rental Assistance at \$3,600 Avg/Household = \$36,000

Deposits Assistance at \$2,500 Avg/Household = \$25,000

Client Intake Assessment \$100/Household = \$2,000 Case Manager @\$27/hr x 35 hours/Household = \$19,000

Primary Activity Delivery Cost (Grant Management Specialists) \$23.50/hr X 298 Hours = \$7,000

ESG:

Short and long-term rental assistance (avg \$2,600/hh)

Case Manager, HMIS & Grant Admin @\$27/hr x 85 hours/Household = \$35,000

Deposits \$2,250 per HH Avg.

General Fund:

Operating Costs - Maintenance, Utilities of Warming center, Insurance, Facility Rental

Personnel Costs - .5 FTE Benefit Advocate, .1 FTE supervision, .25FTE Coordinated Entry, .15 HMIS, .2 FTE Outreach

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ESG Matching Funds

Sources	Amount
County CBO	\$ 10,000

Local Cities (GB, PB, AG)	\$ 30,000
Private Donations	\$ 25,000
	\$
	\$
	\$
	\$
Total	\$ 65,000

Documents [top](#)

Documents Requested *	Required?	Attached Documents *
Incorporation Documents (if applicable)		Article of Incorporation
Timeline of Project Milestones	✓	Timeline and Milestones
Proof of Permit Issuance (if applicable)		
Map of Multiple Project Locations (if applicable)		
Most Recent Audit	✓	5CHC Audit 2020
Commitment Letters for funds (if available)		
Timeline of Expenditures	✓	Expenditure Timeline

* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 375816

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