



**Tuolumne County Homelessness Committee
(Minutes of the Meeting on March 20, 2023)**

DRAFT

<u>2022 TCCoH Membership</u>	Aug 2022	Sep 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023	Mar 9, 2023	Mar 20, 2023	Apr 2023	May 2023	Jun 2023	Jul 2023
Supervisor David Goldemberg - Chair	✓	✓	✓	✓	✓	✓*	✓	✓*	✓				
Colette Such, District 1 Rep.	✓	✓	E	✓	✓	✓	✓	✓	✓				
Shelley Muniz, District 2 Rep.	✓	✓	✓	✓	E	✓	✓	✓	✓				
Larry Barsetti, District 3 Rep.	V	V	✓	✓	✓	✓	E	✓	✓				
Dana Butow, District 4 Rep.	✓	✓	✓	✓	✓	✓	✓	✓	✓				
Jeanette Lambert, District 5 Rep.	E	✓	A	✓	✓	✓	✓	✓	✓				
Joe Bors, ATCAA	✓	✓	✓	✓	✓	✓	A	E	E				
Andy Merrill, City of Sonora Rep.	✓	✓	A	✓	✓	✓	✓	✓	✓				
LeeAnn Hatton, Rep. Chicken Ranch Rancheria of Me-Wuk Indians of California	E	E	✓	✓	E	✓	✓	E	✓				
Darla Merlin, Rep. Tuolumne Band of Me-Wuk Indians	E	E	✓	A	✓*	✓	A	✓	E				
Thomas Crosby, Rep. Tuolumne County Business Council	V	✓	E	✓	E	✓	✓	✓	✓				
Bill Pooley, Tuolumne County Sheriff	E	E	✓	✓	✓*	A	E	✓*	✓*				
Kris Albrecht, Tuolumne County Veteran Services	✓	✓	✓	✓*	✓	✓	✓	✓	✓*				
Cathie Peacock, Interfaith	✓	✓	✓	E	✓	E	✓	✓	E				
Jennifer Salazar, Lived Experience	V	E	✓	✓	✓	✓	✓	✓	✓				
NON-VOTING ADVISORS REP.													
Adventist Health Sonora					✓	✓	✓	✓	✓				
Central Sierra Continuum of Care (CSCoC) Youth Advisory Board					✓	✓	✓						
Law Enforcement						✓		✓					
Superintendent of Schools Office		✓				✓							
Tuolumne County District Attorney's Office	✓						✓	✓					
Tuolumne County Health & Human Services Agency	✓	✓	✓	✓	✓	✓	✓	✓	✓				

Present = ✓ Absent = A Excused = E Vacant = V

15 Committee Members = 9 Quorum

* Neil Evans

* Rebecca Espino

<u>Tuolumne County Staff in Attendance</u>	<u>Other Guests in Attendance</u>
Tracie Riggs, County Administrator	
Michael Roberson, Homeless Services Coordinator	
Christina Cunha, Executive Assistant/Deputy Clerk of the Board of Supervisors	

I. CALL TO ORDER

Supervisor Goldemberg called the meeting to order at 11:02 a.m.

Christina Cunha provided an announcement regarding the posting of the agenda.

II. ROLL CALL

All Committee Members and staff introduced themselves. Christina Cunha confirmed a quorum was present.

III. CONSIDERATION & DISCUSSION OF TUOLUMNE COUNTY HOMELESS HOUSING PROGRAM

Michael Roberson provided the Homeless Housing Program document and explained it to the committee. He requested committee members discuss and provide input to the Homeless Housing Program before it goes to the Board of Supervisors.

Dana Butow arrived at 11:06 a.m.

Committee members asked clarifying questions.

Michael Roberson responded with some clarification. Tracie Riggs, CAO provided some history of the document and provided clarification. Supervisor Goldemberg provided comments.

The committee went through the handout section by section and submitted questions and comments for possible input into the Homeless Housing Program.

Andy Merrill made a motion to approve the Tuolumne County Homeless Housing Program for submission to the Board of Supervisors. Colette Such seconded the motion. The Homeless Housing Program was approved for submission to the Board of Supervisors by unanimous vote with LeAnn Hatton abstaining.

A member of the public provided comment in support of moving forward with this program document and noted support for the idea of a dashboard. She suggested more radio spots and presentations to community organizations.

A member of the public provided comment on the importance of public education and maybe identify former and current homeless individuals to be involved in the town halls. She also commented on the inaccurate point and time count.

IV. HOMELESS SERVICES REPORT & DISCUSSION

Michael Roberson noted that as we move forward with identifying properties the committee will be invited to visit the sites prior to decision-making. He commented that

he had hoped to have an announcement today regarding a possible new site for all to visit, but that has not worked out.

Committee members provided comments.

V. FUTURE MEETING DATES & TIMES REMINDER

Supervisor Goldemberg reminded everyone of upcoming meetings.

- Thursday, April 6 @ 1 p.m. – Tuolumne County Board Chambers
- Thursday, May 11 @ 5:30 p.m. – Tuolumne County Board Chambers
- Thursday, June 8 @ 9 a.m. – Tuolumne County Board Chambers

VI. ADJOURNMENT

Supervisor Goldemberg adjourned the meeting at 12:24 p.m.



TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Homeless Housing Program

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Homeless Housing Program

Introduction and Background

Introduction

There is an increased awareness about homelessness in Tuolumne County. Concerned citizens, local organizations and government have come together in recent years to look for answers that will both assist individuals and families in our community who are experiencing homelessness, and ensure that neighborhoods and businesses are not negatively affected by the crisis. To end homelessness, a community-wide coordinated, cost-effective approach to delivering services, housing, and programs is needed.

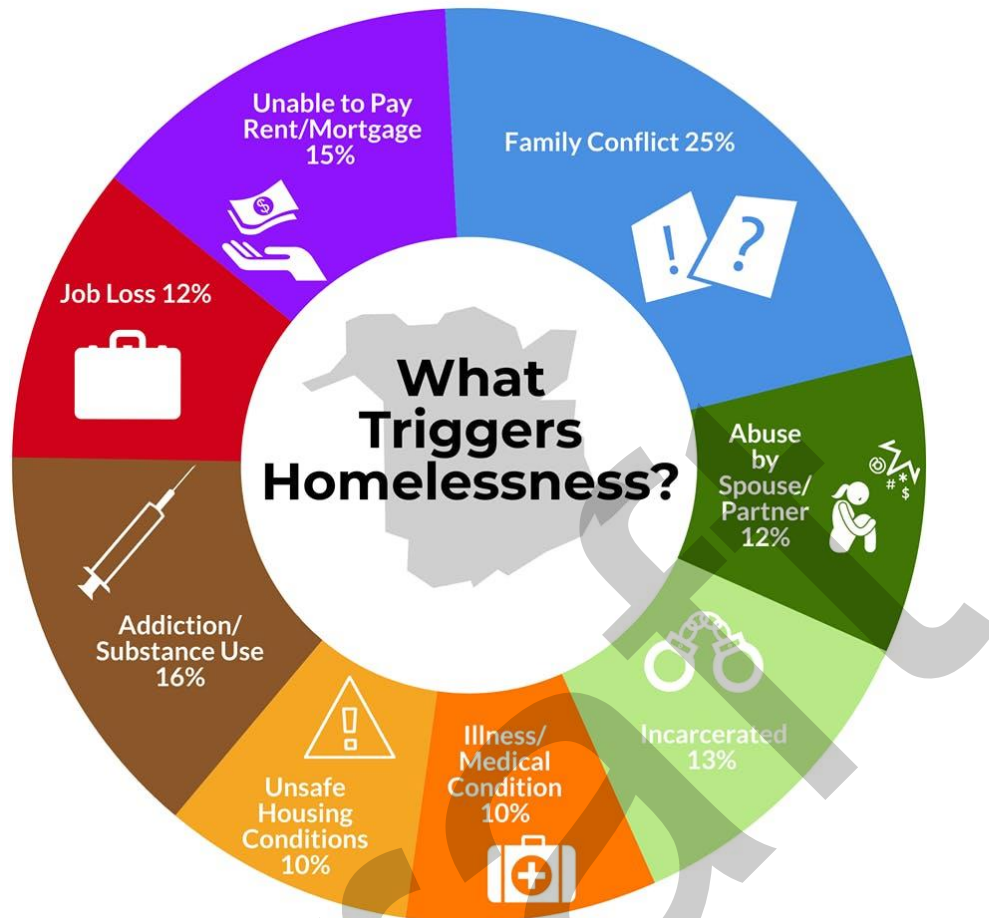
Tuolumne County Health & Human Services Agency has responded to the challenges of homelessness in our community by developing programs and providing services that are aligned with the State & Federal funding that is available. This document is an overview of those services. This document also describes the progress-in-motion on several housing initiatives consistent with the 2023 Homeless Services Priority Projects approved by the Tuolumne County Board of Supervisors in December 2022.

People become homeless for many reasons. With the high cost of housing, a single crisis such as a medical bill, missed paycheck, expensive car repair, loss of a job, or death of a family member can cause a household to lose their home. Many in our community face challenges as foster children, run-away youth, families fleeing domestic violence, or individuals dealing with mental illness, substance abuse, or exiting prison and working to put their life back together.

Whatever the trigger to homelessness, housing is the solution. Social services alone without housing leaves people homeless. Law enforcement efforts without housing leaves people homeless. Community based services without housing leaves people homeless.

Housing is the solution.

Triggers of Homelessness and Homeless Solutions



Data retrieved from the 2018 NB Point in Time Count, Human Development Council.

Issues That May Cause Homelessness:

1. Family Conflict
2. Abuse by Spouse/Partner
3. Illness/Medical Condition (Physical/Mental)
4. Unsafe Housing Conditions
5. Addiction/Substance Abuse
6. Job Loss
7. Unable to Pay Rent/Mortgage

Other Contributing Factors:

1. Transitional Age Youth/Ages Out of Foster System
2. Poverty/Inadequate Income
3. Eviction History
4. Poor Credit
5. Lack of Support (Personal, Social, Services)
6. Lack of Housing Inventory

Let's address the main issues in Tuolumne County

Inability to afford housing/Inadequate income

Solution: Shared housing and additional affordable housing options. Use funding made available by the state and federal programs to purchase housing and to encourage investors to build more affordable housing. Shared housing is the most expediate solution and can come in the form of multi-bedroom homes, apartments, and hotels.

- Tenants pay a portion of income for rent. Around 30% of total income. According to the 2022 Homeless Point in Time Count, 60 percent of the 177 participants reported having a source of income.
 - Social Security Disability
 - Jobs they may already have
 - Job training, coaching & mentoring to assist in securing employment

County Lowest Hourly Rate											
Example 1: \$15 Hour			Example 2: \$18 Hour			Example 3: \$20 Hour			Example 4: \$15.84 Hour		
	Mo.	Year		Mo.	Year		Mo.	Year		Mo.	Year
\$15 X 40 X 40	\$2,400	\$31,200	\$18 X 40 X 40	\$2,880	\$37,440	\$20 X 40 X 40	\$3,200	\$41,600	\$15.84 X 40 X 4	\$2,534	\$32,947
Soc & Med	\$ 184	\$ 2,387	Soc & Med	\$ 220	\$ 2,864	Soc & Med	\$ 245	\$ 3,182	Soc & Med	\$ 194	\$ 2,520
Fed 12%	\$ 288	\$ 3,744	Fed 12%	\$ 346	\$ 4,493	Fed 15%	\$ 480	\$ 6,240	Fed 12%	\$ 304	\$ 3,954
State 5%	\$ 120	\$ 1,560	State 5%	\$ 144	\$ 1,872	State 5%	\$ 160	\$ 2,080	State 5%	\$ 127	\$ 1,647
SDI	\$ 24	\$ 312	SDI	\$ 29	\$ 374	SDI	\$ 32	\$ 416	PERS 8%	\$ 203	\$ 2,636
	\$1,784	\$23,197		\$2,141	\$27,837		\$2,283	\$29,682		\$1,707	\$22,190
Rent	\$1,100	\$13,200	Rent	\$1,100	\$13,200	Rent	\$1,100	\$13,200	Rent	\$1,100	\$13,200
Utilities	300	\$3,600	Utilities	300	\$3,600	Utilities	300	\$3,600	Utilities	\$ 300	\$3,600
Groc	400	\$4,800	Groc	400	\$4,800	Groc	400	\$4,800	Groc	\$ 400	\$4,800
Gas	200	\$ 2,400	Gas	200	\$ 2,400	Gas	200	\$ 2,400	Gas	\$ 200	\$ 2,400
	\$2,000	\$24,000		\$2,000	\$24,000		\$2,000	\$24,000		\$2,000	\$24,000
	\$ (216)	\$ (803)		\$ 141	\$ 3,837		\$ 283	\$ 5,682		\$ (293)	\$ (1,810)

- Based on an individual working at least 40 hours per week
- Does not include car payment, car insurance, medical bills, clothing, etc.
- Reality is most rent is more than \$100 per month. Very few apartments available.

Mental Illness and/or Substance Abuse

- Engage individuals into services
- Outpatient Behavioral Health services
- Acute psychiatric services
- Residential Treatment (mental health & substance use)
- Medication Services
- Supportive Housing (Housing Combined with Case Management)
 - Washington House
 - Cabrini House
- LPS-Conserve Patient-Control of living environment, medication and all other services needed for individual treatment.

Medical Disability

- Triage for available services
- If they do not have medical coverage, get it
- Assist individual in seeking medical treatment
- Assist individual with SSI process, if they qualify
- Refer to In Home Supportive Services
- Once medical issue is address, and if able, assist with education, training and employment

Justice Involved

Engage law enforcement and courts to collaborate with individual choices

Offer:

- Outreach and engagement
- Resource Identification
- Coaching and mentoring
- Employment training
- Education
- Counseling

Appropriate Supports and Services/Lack of Engagement

- Multi-Disciplinary teaming that includes non-government agency supports, and lived experience
- Case/service planning-client voice
- Motivational Interviewing and other Engagement skills
- Case Management/Navigation Services

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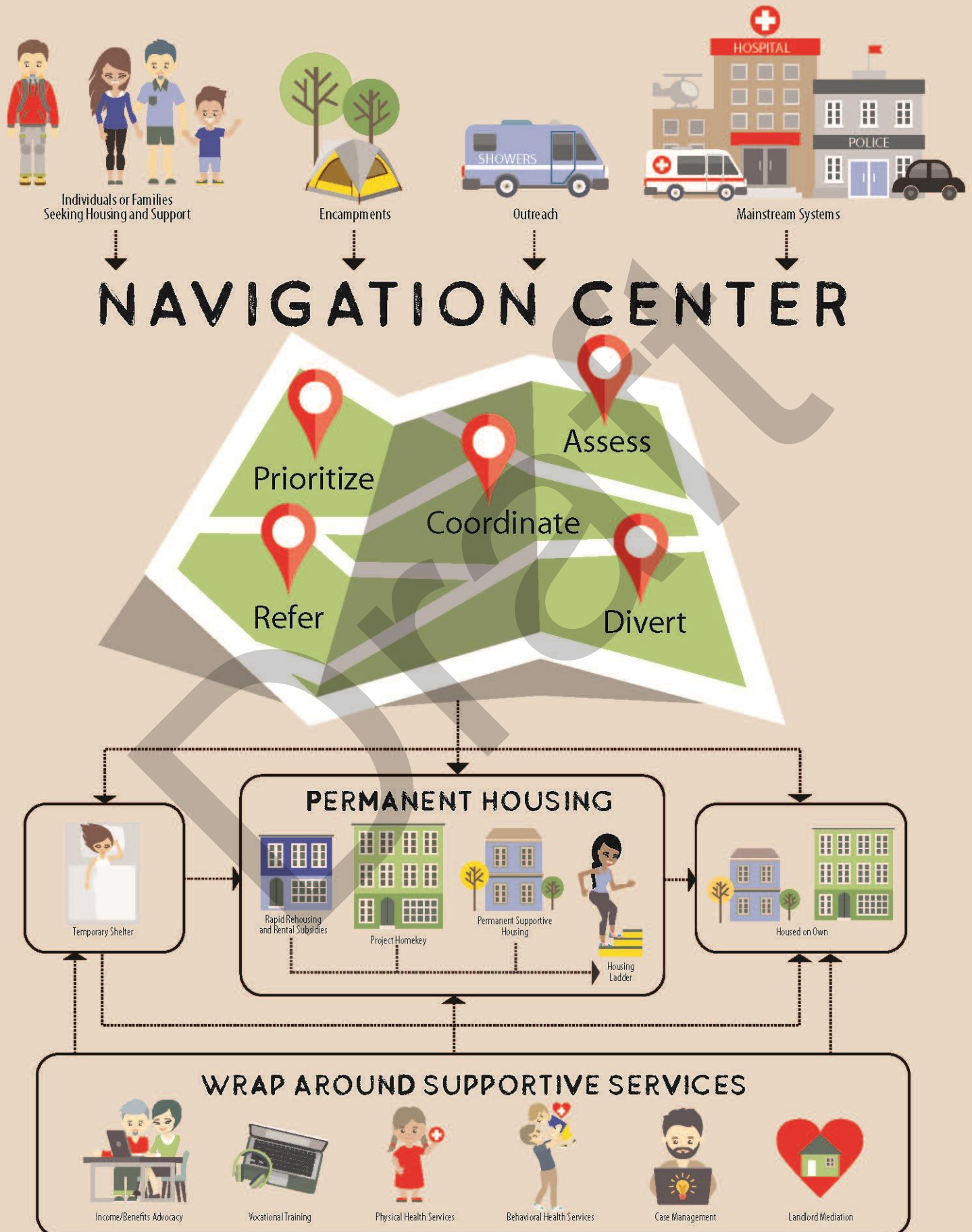
TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Homeless Housing Program

Homeless Services Overview

TUOLUMNE COUNTY HOMELESS SERVICES SYSTEM FLOW



Building an Effective Homeless Response System

Adapted from the National Association to End Homelessness



Ending homelessness requires building a system that leverages programs and resources in the most efficient manner in order to house as many people as possible.

Effective Homeless Response Systems...

- Implement an efficient and coordinated process that moves people from homelessness to housing as quickly as possible and diverts people from imminent homelessness whenever possible
- Use a systematic approach to align interventions and resources across programs in a coordinated way around this common goal
- Ensure that homelessness is rare, brief, and one-time

Effective Homeless Response Systems have measurable goals that demonstrate...

- Reduction of in-flow into homelessness
- Increased exits to permanent housing
- Decreased average length of homelessness
- Decreased returns to homelessness

Effective Homeless Response Systems exhibit the following characteristics...

- Housing First approach across all interventions within the system
- Diversion from imminent homeless system when safe and appropriate
- Rapid identification and engagement of people experiencing unsheltered homelessness to connect them to crisis services and housing assistance
- Quick, accessible, low-barrier pathways to shelter and other crisis services with short stays in shelter
- Rapid connection to permanent housing for all sheltered and unsheltered people, whether or not they are matched to a housing resource through coordinated entry

Priorities for Building a Better System...

- Align all activities and interventions of your system around the common goal to quickly get people into permanent housing and help them stay
- Fund the activities and interventions that are effective in reaching this goal
- Develop strategic resource collaboration and coordination across all types of providers of homeless, housing, and human services to improve outcomes and fill gaps

Glossary of Terms



TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

PRIMARY TERMS

AFFORDABLE HOUSING: Housing for which the occupant(s) pay no more than 30 percent of his or her income for housing costs, including utilities. Some jurisdictions may define affordable housing based on other, locally determined criteria, and this definition is intended as a guideline or general rule of thumb.

BRIDGE/INTERIM/TRANSITIONAL HOUSING: Community-based housing usually for a limited time up to two years. Aims to immediately transition vulnerable clients out of homelessness to provide a stable experience that can facilitate placement into permanent housing. Bridge Housing is often thought of as the missing link between the shelter system/emergency housing and permanent housing.

HOMELESS SERVICES CASE MANAGEMENT Social service process in which a social worker engages a homeless/unhoused client or a client who is at risk of homelessness in developing a person-centered, behaviorally based case plan that includes support and service objectives/goals to mitigate barriers to obtaining/sustaining safe affordable housing. Case managing social workers coordinates and integrates the support services the client needs to optimize the possibility of moving to self-sufficiency and permanent housing.

CASE PLAN: A client-driven person-centered process for selecting and organizing the services and supports necessary to achieve housing and self-sufficiency goals with measurable milestones

CHRONIC HOMELESSNESS: An unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years.

DISTRIBUTIVE HOUSING/SCATTERED-SITE HOUSING: Housing dispersed throughout the community for the purpose of increasing housing capacity in which residents receive supportive services, also considered Supportive Housing. Homes designated for specific purposes and distributed around the County could be used for Veteran's, women, families, recovery, recuperation, seniors or support to those with a mental health diagnosis. Residents enter into shared housing agreements, are required to participate in a case plan, and rent would be fairly structured. Supportive services would flow through HHSA and other service providers who serve the homeless.

EMERGENCY SHELTER: Temporary residential facility, which provides overnight accommodations and incidental services for homeless persons and/or families on a short-term basis.

HOMELESS PREVENTION: Activities, programs, and/or direct financial assistance designed to prevent the incidence of homelessness, including, but not limited to: (1) short-term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices; (2) security deposits or first month's rent to permit a homeless family to move into its own apartment; (3) mediation programs for landlord-tenant disputes; (4) legal service programs that enable representation of indigent tenants in eviction proceedings; (5) payments to prevent foreclosure on a home; and (6) other innovative programs and activities designed to prevent the incidence of homelessness.

HOMELESS: An individual who lacks a fixed, regular, and adequate nighttime residence; as well an individual who has a primary nighttime residence that is a supervised publicly or privately operated shelter designed to provide temporary living accommodations, an institution that provides a temporary residence for individuals intended to be institutionalized; or a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

HOUSING FIRST: a homeless assistance approach that prioritizes providing permanent housing to people experiencing homelessness, thus ending their homelessness and serving as a platform from which they can pursue personal goals and improve their quality of life. This approach is guided by the belief that people need basic necessities like food and a place to live before attending to anything less critical, such as getting a job, budgeting properly, or attending to substance use issues. Additionally, Housing First is based on the understanding that client choice is valuable in housing selection and supportive service participation, and that exercising that choice is likely to make a client more successful in remaining housed and improving their life.

HOUSING LOCATOR: Provides services including community outreach, prospective landlord identification & recruitment, housing searches, lease/contract negotiation, unit inspections for compliance with federal housing quality standards, coordination with local housing entities, acting as a liaison with tenants & landlords, and mediating complaints/concerns to proactively prevent returns to homelessness.

HOUSING STABILIZER: **Assesses, arranges, coordinates and monitors**, the delivery of individualized services to facilitate housing stability for a program participant assist a program participant in overcoming immediate barriers to maintaining housing.

LOW BARRIER: A low-barrier approach is a way to “meet people where they are,” meaning providing an environment where they can be who they are culturally and emotionally. Low-barrier approaches are non-punitive. Low-barrier shelters serve as a point of access to housing resources and other services. Low-barrier programs feature a standard set of attributes that typically allow a person to maintain a sense of autonomy while offering safety, material assistance, and community.

MASTER LEASE: An agreement where you lease an income-producing property as a single tenant and then sublease it to occupant tenants to get rental income. Under the master lease option, the owner of the property will have no other responsibilities for the property.

MASTER RENT SUBSIDY AGREEMENT: A landlord incentive strategy commonly described as a master leasing strategy by community stakeholders. Under an MRSA strategy, an agency works with a property owner to sign an agreement—typically a multiyear agreement—where the provider takes on limited responsibilities and costs but does not sublease units to tenants. For example, the agency could take on costs for vacant units for a limited duration within the agreement and may identify potential tenants, but the eventual lease remains between the tenant and the landlord, and the landlord retains final selection and approval of tenants.

NAVIGATION CENTER: A critical tool in the effort to connect the unhoused to multiple services in one location as a single-point access hub. Navigation Centers provide a hub to receive information and access self-sufficiency supportive services and intensive case management to connect people to the unique care and housing solutions they need. Clients receive personalized support to help address housing barriers such as lack of personal identity documents, employment opportunities, or histories of eviction. If a Navigation Center has a housing component the housing is temporary, low barrier, includes on-site case management, streamlined access to social services, prevention focused medical care, and coordinated entry into pathways to permanent housing.

PERMANENT HOUSING: Community-based housing without a designated length of stay that could include both permanent supportive housing and rapid re-housing

PERMANENT SUPPORTIVE HOUSING: Permanent Supportive Housing is permanent housing in which housing assistance and supportive services are provided to assist households with at least one member with a disability or complex personal needs in achieving housing stability. This model is currently used in Tuolumne County through services provided by HHSA staff.

RAPID REHOUSING: A process that connects a family or individual to an apartment affordable through short- to medium-term rental assistance, along with moderate services designed to allow that household to increase their income sufficiently to be able to afford the apartment over the long-term.

RECOVERY HOMELESS HOUSING: Safe, healthy, family-like substance-free living environments that support homeless individuals in recovery from addiction.

RECUPERATIVE CARE HOMELESS HOUSING: Also referred to as medical respite care, is short-term residential care for homeless individuals who do not require hospital-level care, but need to heal from an injury, illness or surgery and whose condition would be exacerbated by an unstable living environment

ROOMS: Rooms counted [in the American Housing Survey (AHS)] include whole rooms used for living purposes, such as bedrooms, living rooms, dining rooms, kitchens, recreation rooms, permanently enclosed porches that are suitable for year-round use, lodger's rooms, and other finished rooms. Also included are rooms used for offices by a person living in the unit.

SINGLE-ROOM OCCUPANCY: A form of housing that is typically aimed at residents with low or minimal incomes who rent small, furnished single rooms with a bed, chair, and sometimes a small desk.

SPLIT LEASE: Two or more parties in shared housing each with an independent lease for a specified room in the housing unit.

SUPPORTIVE HOUSING: Combines non-time-limited affordable housing assistance with wrap-around supportive services for people experiencing homelessness, usually for people with disabilities or complex personal needs.

TRANSITION AGE YOUTH: Young adults ages 18-26 currently experiencing or at risk of homelessness who are transitioning from public systems, like foster care.

TRANSITIONAL HOUSING: A project that has as its purpose facilitating the movement of homeless individuals and families to permanent housing within a reasonable amount of time (usually 24 months).

TEMPORARY SUPPORTIVE HOUSING: Temporary housing in which housing assistance and supportive services are provided to assist households with at least one member with a disability or complex personal needs in achieving permanent housing.

2-1-1: 211 is a free information and referral service hotline that connects people to health and human services in their community 24 hours a day, 7 days a week. 211 also plays a critical role in providing information and support in times of disaster, such as evacuation, shelter, food, medical and recovery information, and provides public officials with feedback from callers about changing conditions (Active September 2023).

WRAPAROUND SERVICES: Wraparound services shifts focus away from a traditional service-driven, problem-based approach to care and instead follows a strengths-based, needs-driven approach. The intent is to build on individual and family strengths to help families achieve positive goals and improve well-being.

SECONDARY TERMS

CALIFORNIA STATEWIDE AUTOMATED WELFARE SYSTEM: Automated welfare business process in California which serves all 58 California counties. The Cal SAWS Project is dedicated to hosting excellent case management for eligibility workers to efficiently distribute benefits to participants. It collects data on clients including housing and homelessness status.

FAIR HOUSING ACT: 1968 act (amended in 1974 and 1988) provides the HUD Secretary with fair housing enforcement and investigation responsibilities. A law that prohibits discrimination in all facets of the homebuying process on the basis of race, color, national origin, religion, sex, familial status, or disability.

FAIR MARKET RENT: Primarily used to determine payment/rent standard amounts for the Housing Choice Voucher program, project-based Section 8 contracts, Moderate Rehabilitation Single Room Occupancy program, and to serve as a rent ceiling in the HOME rental assistance program.

FAMILY: All persons living in the same household who are related by birth, marriage or adoption.

GROSS ANNUAL INCOME: the total income, before taxes and other deductions, received by all members of the tenant's household. Included in total income is all wages, social security payments, retirement benefits, military and veteran's disability payments, unemployment benefits, welfare benefits, interest and dividend payments and such other income items as the Secretary considers appropriate.

HOUSEHOLD: All the people who occupy a housing unit. A household includes the related family members and all the unrelated people, if any, such as lodgers, foster children, wards, or employees who share the housing unit. A person living alone in a housing unit, or a group of unrelated people sharing a housing unit such as partners or roommates is also counted as a household.

HOUSING CHOICE VOUCHER PROGRAM: the federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market.

HOUSING UNIT: a house, apartment, group of rooms, or single room occupied or intended for occupancy as separate living quarters.

INADEQUATE HOUSING: Housing with severe or moderate physical problems, as defined in the American Housing Survey since 1984. A unit is defined as having severe physical problems if it has severe problems in any of five areas: plumbing, heating, electrical system, upkeep, and hallways. It has moderate problems if it has problems in plumbing, heating upkeep, hallways, or kitchen, but no severe problems.

LEASE: A written agreement between an owner and a family for the leasing of a decent, safe, and sanitary dwelling unit to the family.

LOW-INCOME FAMILY: families whose [combined] income does not exceed 80 percent of the median family income for the area.

LOW-INCOME HOUSING TAX CREDIT: A tax incentive intended to increase the availability of low-income housing. The program provides an income tax credit to owners of newly constructed or substantially rehabilitated low-income rental housing projects.

MULTIFAMILY HOUSING: A building with more than four residential rental units.

POINT-IN-TIME (PIT) COUNTS: Unduplicated 1-night estimates of both sheltered and unsheltered homeless populations. The 1-night counts are conducted by Continuums of Care nationwide and occur during the last week in January of each year.

POOR: Household income of less than the U.S. national poverty cutoff for that household size.

PUBLIC HOUSING AGENCY (PHA): Any state, county, municipality, or other governmental entity or public body, or agency or instrumentality of these entities that is authorized to engage or assist in the development or operation of low-income housing under the U.S. Housing Act of 1937.

PUBLIC HOUSING: Housing assisted under the provisions of the U.S. Housing Act of 1937 or under a state or local program having the same general purposes as the federal program.

Distinguished from privately financed housing, regardless of whether federal subsidies or mortgage insurance are features of such housing development.

REASONABLE ACCOMMODATION: under the Fair Housing Act, a reasonable accommodation is a change, exception, or adjustment to a rule, policy, practice, or service.

REASONABLE MODIFICATION: under the Fair Housing Act, reasonable modification is a structural change made to existing premises, occupied or to be occupied by a person with a disability, in order to afford such person full enjoyment of the premises.

SECTION 8 RENTAL ASSISTANCE: Provides rental assistance to low-income families who are unable to afford market rents. Assistance may be in the form of vouchers or certificates.

SEVERE RENT BURDEN: a renter household [that pays] more than one-half of its income for gross rent (rent and utilities).

SHARED HOUSING: Two or more people who live in one rental housing unit, sharing costs associated with maintaining housing such as rent and utilities. Each family unit holds a separate lease.

SINGLE FAMILY PROPERTY: A single-unit family residence, detached or attached to other housing structures.

SUBSTANDARD HOUSING: A dwelling unit that is either dilapidated or unsafe, thus endangering the health and safety of the occupant, or that does not have adequate plumbing or heating facilities.

VERY LOW-INCOME: Households whose incomes do not exceed 50 percent of the median area income for the area, as determined by HUD, with adjustments for smaller and larger families and for areas with unusually high or low incomes or where needed because of facility, college, or other training facility; prevailing levels of construction costs; or fair market rents.

Tuolumne County Affordable Housing and Shelter list
Due to Covid-19 Most apartments are by Appointment Only

Apartments	Number of Bedrooms	Street Address	City/State/Zip	Phone Number	Manager	Supervisor District
ATCAA Shelter	25 (25)	Undisclosed	Undisclosed	(209) 533-1397 x290 or x238 (209) 694-8698	Denise Cloward	District 1
Blackberry Oaks Senior Housing	42 1 Bd (42)	801 Lyons Bald Mountain Rd East	Sonora, CA 95370	(209) 536-1587	Samantha Clinkenbeard M-F 9-12, 1-5	District 1
Forest View Senior Apartments	48 1 Bd (48) 12 2 Bd (24)	19499 Hess Ave	Sonora, CA 95370	(209) 533-8500	Tammy Davis Asst. Heather Hein M-F 9-12, 1-4	District 1
Greenwood Village Apartments	24 1 Bd (24) 22 2 Bd (44) 2 3 Bd (6)	420 Greenley Rd # 10	Sonora, CA 95370	(209) 532-4866	Hiring for manager M-F 9-12, 1-4	District 1
Resiliency Village	8 Bd (8)	13707 Jenny Lind Rd.	Sonora, CA 95370	(209) 396-5554		District 1
Sierra Village Apartments	50 1 Bd (50) 30 2 Bd (60)	250 Greenley Rd	Sonora, CA 95370	(209) 532-0817	Michele Regional Manager Penny Hanson M-Th 7:30-12, 1-3	District 1
Sonora Garden Apartments	12 1 Bd (12) 22 2 Bd (44)	100 Greenley Rd	Sonora, CA 95370	(209) 533-0401	Marsha Mitchell M-F 8-12, 1-5	District 1
Sonora Terrace Apartments	17 1 Bd (17) 26 2 Bd (52) 3 3 Bd (9)	200 Greenley Rd	Sonora, CA 95370	(209) 532-5707	Alexandra De Las Reyes M-Th 8-5 Closed 12-1 lunch	District 1
District 1, Total shelter availability: 465 Beds						
Center for a Non-Violent Community (CNVC)	11 Bd (11)	Undisclosed	Undisclosed	(209) 588-9305	M-F 9-5pm	District 2
District 2, Total shelter availability: 11 Beds						
Tuolumne Apartments	21 1 Bd (21) 31 2 Bd (62)	18400 Tuolumne Rd	Tuolumne, CA 95379	(209) 928-3168	Alicia Moreno M-F 8-5 PM Interstate Realty	District 3
Tuolumne City Senior Apartments	30 1 Bd (30)	18402 Tuolumne Rd	Tuolumne, CA 95379	(209) 928-1567	Tara Winters M-F 8-1 PM	District 3
District 3, Total shelter availability: 113 Beds						
Twin Pines Apartments	15 1 Bd (15) 15 2 bd (30) 9 3 bd (27)	19611 Elder Lane	Groveland, CA	(209) 962-4160	Corey Taylor M-F 10-3PM	District 4
District 4, Total shelter availability: 72 Beds						
Columbia Village Town Houses	26 2 Bd (52) 47 3 Bd (141) 7 4 Bd (28)	11299 Columbia Village Drive	Sonora, CA 95370	(209) 588-8000	Tammy Davis M-F 9-12, 1-4	District 5
East Garden Apartments	50 1 Bd (50)	10347 Willow St	Jamestown, CA 95327	(209) 984-0613	Kristie Tacker M-F 8-12, 1-3	District 5
Jamestown Terrace Apartments	15 1 Bd (15) 33 2 Bd (66) 8 3 Bd (24)	10330 Preston Lane	Jamestown, CA 95327	(209) 984-0632	Deborah Benando 10/3/2022 Hyder Co.	District 5
Oak Hill Apartments	22 2 Bd (44) 58 3 Bd (174)	10260 Preston Lane	Jamestown, CA 95327	(209) 984-5080	Tammy Davis Asst. Heather Hein M-F 9-12,1-4	District 5
Sierra Commons Apartments	16 1 Bd (16) 24 2 Bd (48)	11059 State St	Columbia, CA 95310	(209) 532-0633	Hiring for manager M-F 8-3 CBM Group	District 5
District 5, Total shelter availability: 658 Beds						

Yellow: Managed by AWI MC

Green: Managed by Apartment Corp

Pink: Managed by Buckingham PM

Blue: Michael's Organization

Priority Projects (2022)

TCCOH GOALS				
	TCCOH PROPOSED ACTION	COUNTY STAFF IMPACT	OPPORTUNITY TO EXPAND COUNTY CAPACITY	COMMENTS
Support Establishment of a Navigation Center (Navigation Center: a physical structure in which those who are unsheltered are connected to services and housing assistance.)				
	-Apply for grant funding to contract for a Feasibility Study	Moderate	TCCOH has worked to gather data for study from ATCAA's PIT count; a CDBG grant has been applied for.	-Funding is widely available for planning & development -Many cities offer built examples of this service -Centers are a proven asset in managing homelessness and assisting the unsheltered
	-Draft, advertise, award and administer a contract for a feasibility study	Significant	Minimal	
	Apply for funding for property acquisition for a Navigation Center	Significant	TCCOH can research funding opportunities	
	Draft, advertise, award and administer an acquisition of property, construction of a Navigation Center	Significant	Minimal	
Identify sites with potential to replace Camp Hope for outdoor sheltering (Intent is to establish cost-effective, independently managed, sanctioned outdoor sites for temporary sheltering)				
	-TCCOH and County Staff develop criteria to screen County-owned or leased properties to assess for possible use as sanctioned outdoor shelter sites.	Minimal	TCCOH has taken the lead in proposing criteria	With the closure of Camp Hope, unsheltered people have dispersed throughout the County. This effort is intended to identify and establish a site for temporary, safe, clean living, with TCCOH working as much as possible to find and coordinate towards a functioning site.
	-Provide list of County-owned or leased properties to be screened	Minimal		
	-Engage Community Partners	Negligible	TCCOH to do outreach	
	-TCCOH and County Staff determine top sites for consideration & present to the Board of Supervisors for further direction.	Moderate	TCCOH to do as much "leg work" as possible	
	-If no County-owned or leased property exists, pursue options to fund the acquisition of appropriate sites thru RFP process.	Significant	County staff will have the lead. TCCOH will be available to do any support work as directed.	
Identify sites with potential to be used in a Safe Parking Program				
	Use the process of reviewing sites above, with additional criteria if site could be a Safe Parking Program site.	Minimal to moderate.	TCCOH to do as much assessment work as possible.	TCCOH to find outside agency, non-profit or faith-based organization to

				operate this program.
Support application for Project Homekey grants as requested by lead County Agency				
	Support actions as requested by lead County Agency	Significant	We are at your service!! TCCOH may be able to significantly increase staff capacity, as requested.	-Funding is widely available
Create a 5-year plan of action for Tuolumne County Commission on Homelessness (TCCOH)				
	Draft and confirm a vision of actions by TCCOH into the near future, with goals and benchmarks.	Negligible	TCCOH will create a blueprint for future work based on the County's priorities and ability to support.	This plan needs to be well-coordinated with County priorities.
Mitigate homelessness by collaboratively working with and supporting those entities addressing the need for more affordable housing.				
	<i>Outline a process</i> to assess opportunities for more affordable housing.	Minimal	TCCOH is researching a process to use to accomplish this task	These actions all involve only outlining a plan to research at this point. If accepted and initiated, the plans would likely involve County staff from minimal to significant, with clear processes and outcomes.
	<i>Outline a process</i> to review housing planning & permitting policies/procedures to see if changes may alleviate homelessness	Minimal	TCCOH is drafting a process of research by which to accomplish this task	
	<i>Develop a plan</i> to create a list of "stake-holders" for communication & coordination efforts.	Negligible	TCCOH will draft a process by which to accomplish this task	
	<i>Suggest a process</i> to focus on opportunities to expand emergency and transitional shelter beds	Minimal	TCCOH will propose a process that could accomplish this task	

Priority Projects (2023)



TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Community Toolkit on Homelessness

Homeless people are members of our community and should be extended the same level of consideration as those who are housed. However, every private citizen, business, and property owner deserves to live their lives free of the negative impacts of those living unhoused. A community toolkit will address County policy and practice related to citizen rights, law enforcement efforts and homelessness.

Coordinated Entry

The Coordinated Entry System (CES) is a Continuum of Care (CoC) established system-wide process to quickly and equitably coordinate the Housing & Urban Development (HUD) requirements of access, assessment, prioritization and referrals to housing and services for people experiencing or at imminent risk of homelessness. HHSA staff has been trained and the system is being developed consistent with the programs offered. Other regional service providers input their project information to this system to help create accurate data-driven assessments and reports.

Homeless Management Information System

A Homeless Management Information System (HMIS) is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness. Each CoC is responsible for selecting an HMIS software solution that complies with HUD's data collection, management, and reporting standards. Regional partners are obligated to use the HMIS system. HMIS is operational in Tuolumne County and is expanding consistent with staff training and program development.

Navigation Center

Navigation Centers are a critical tool in the effort to end homelessness. Navigation Centers provide intensive case management to connect people to the unique care and housing solutions they need. Clients receive personalized support to help address housing barriers such as lack of personal identity documents, employment opportunities, or histories of eviction. If a Navigation Center has a housing component the housing is temporary and low barrier with on-site case management, streamlined access to social services and medical care, and coordinated entry into pathways to permanent housing. Tuolumne County also has a need for a mobile and outreach-oriented component of navigation services.

Transitional Shelter

Transitional shelters are a form of temporary housing that is typically offered with other supportive services for a set period of time and could be a part of a more permanent Navigation Center but with the option for a longer stay.

Safe Parking

A Safe Parking program is intended for adults who are using their vehicles as housing. The Safe Parking program would provide a safe parking environment on County property by permit only with the requirement that the program participant is engaged in a person-centered case management plan to support stabilization and movement toward permanent housing.

Landlord Education & Engagement

Private market landlords are critical partners in the work to help people quickly exit homelessness. Strong connections to landlords are even more important in high-cost, low-vacancy markets, where affordable housing options are limited and even those with a voucher may find themselves unable to locate a unit. Successful landlord partnerships are locally driven and involve ongoing engagement. No single approach is the answer, the unique needs and assets of each community must be considered. Partnership with Amador Tuolumne Community Action Agency (ATCAA), Stanislaus Regional Housing Authority, Tuolumne County Association of Realtors, local property managers and landlords are essential in this effort. Core components should include a housing locator, a housing manager, a centralized housing hotline, housing search assistance, risk mitigation funds for landlords, mediators, subsidies for flexible funds, education classes and landlord recruitment events.

Distributive Housing

Distributive housing is a model that Tuolumne County currently uses through services provided by HHSA staff. Homes designated for specific purposes and distributed around the County could be used for Veteran's, women, families, recovery, recuperation, or support to those with a mental health diagnosis. Tuolumne County has access to funds to purchase residential properties and to offer those properties to individuals who are homeless or at risk of homelessness for both transitional and supportive housing. Shared housing agreements and rent amounts would be fairly structured. For those who need personal or housing supports, services would flow through HHSA and other service providers who serve the homeless. In addition, active participation in a care plan would be required.

Increase in Permanent Housing

Increased capacity for permanent housing in Tuolumne County is paramount to solutions for homelessness. Continued collaboration with SRHA and the Tuolumne County CDD will include coordinated efforts for acquiring grant funds as well as creating partnerships with developers and other stakeholders that are attractive and supportive and that will yield an increase in permanent housing capacity.

8. Distributive Housing

Revised 3/17/2023

Program Description:

In an effort to rapidly increase housing capacity, reduce homelessness, and provide support for housing stability to individuals in Tuolumne County who are homeless or vulnerable to homelessness, Tuolumne County (supported by Homeless Services) will purchase homes. These homes will be used as a housing resource for Tuolumne County Health & Human Services Agency (HHSA) as a part of their services to the unsheltered on their caseload.

The information below is intended to be the framework for both policy and practice related to distributive housing. Each funding source will have specific guidelines as to allowable uses of those funds resulting in a need for variance to the process to be in compliance.

Types of Transitional Housing:

1. Behavioral Health Supportive
2. Recovery
3. Recuperation
4. Senior
5. Transitional Age Youth (18-25 yrs.)
6. Veteran
7. Women

Housing Characteristics:

1. 3 bedrooms minimum
2. 2 bathrooms minimum
3. Move-in condition with minimal repairs
4. All kitchen appliances included (refrigerator, dishwasher, stove, microwave, garbage disposal)
5. Indoor laundry area with washer & dryer
6. Public sewer and water preferred
7. Near services or public transportation
8. Distanced from sensitive areas
9. Cleared Section I Pest Report

Program Participant Expectations:

1. Participants must be able to prove that they are Tuolumne County residents.
2. Participant must be eligible for services that HHSA provides.
3. Participant must be engaged in a person-centered, self-determined care plan supported by HHSA.
4. Participant must contribute at least 30% of their income for shared living costs.
5. Participant must agree to and abide by the house rules in their living environment.
6. Participants cannot have a past record of violent crimes against people or property.
7. All properties will be tobacco, alcohol, and drug free.

Funding Stream Requirements for Acquisition:

1. Staff will identify funding sources for available funds.
2. Staff will confirm allowable uses for funds related to specific projects and ensure compliance with funding guidelines and requirements.

Financial Sustainability & Accounting:

1. Each house will have separate accounting and will cover operational costs to include maintenance & repairs, insurance, and utilities by the income generated from rent.
2. Housing used by Behavioral Health will be included in the current trust and managed consistent with current practices.
3. Housing that is used by Social Services will follow the model and practices of Behavioral Health.
4. All accounting practices will be in collaboration and compliance with the Tuolumne County Auditor.
5. Maintenance and repairs will be in collaboration with Tuolumne County Facilities.

Landlord & Tenant Process:

1. The County Staff Housing Navigator will work cooperatively with HHSA to identify available housing and arrange housing agreements for clients recommended by HHSA.
2. The County Staff/Contracted Housing Manager will act as landlord/property manager for all compliance, condition of property, and rent issues.

Acquisition Process

1. Staff will identify potential properties and/or a Request for Proposals will be issued (depending on funding source requirements).
2. Staff will evaluate property for program viability.
3. Staff will verify ownership.
4. Board of Supervisor Meeting/Real Property Closed Session to present selected properties and request delegation of authority to appoint negotiators, price and terms.
5. Offer of purchase will be presented to seller or seller's agent.
6. Staff will authorize County building inspection, licensed pest inspection, and third-party appraisal, as necessary.
7. Board of Supervisor Meeting/Real Property Closed Session for approval to purchase.
8. Staff works with seller or agent to secure purchase contract and open escrow.
9. Board of Supervisor Meeting/Resolution notice of intent to purchase real property (Gov't Code §25350).
10. Staff Issues 10-day notice of intent to purchase to residents and public, as applicable.
11. Board of Supervisor Meeting/Final approval of purchase agreement and delegate authority to certify acceptance.
12. Close escrow.

Tuolumne County – Housing Purchase Checklist

Address: _____

APN: _____

Jurisdiction: ☐ City of Sonora ☐ County

Use/Uses Proposed: ☐ Emergency Shelter ☐ Navigation Center ☐ Other _____
☐ Transitional (6 mos+) (CEQA) ☐ Supportive (6 mos+) (CEQA)

Year of Construction: _____ Over 45 Years old? ☐ Yes ☐ No (CEQA)

Current Use: _____ Proposed Use: _____ Change of Use: ☐ Yes ☐ No
(CEQA)

Nearby Uses – bars, schools, dispensary, church, day care, public park/space, library, medical, grocery
etc: _____

Will the project result in a change to: ☐ Traffic ☐ Noise ☐ Air Quality ☐ Water Quality (CEQA)

Zoning: _____ General Plan: _____ Existing CDD Entitlement? ☐ Yes ☐
No

Number of Dwelling Units on Parcel: ☐ 1 ☐ 2 ☐ Multifamily ☐ Other: _____

Permitted Use in Zoning District: ☐ Yes ☐ No Conditional Use in Zoning District: ☐ Yes ☐
No

Number of bedrooms, total all existing on parcel: ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ Other: _____

Number of full bathrooms, total: ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ Other: _____

Existing water utility: ☐ Private Well ☐ TUD ☐ THCSO ☐ GCSO ☐ Other: _____

Existing sewer utility: ☐ Private Septic ☐ TUD ☐ JSD ☐ THCSO ☐ CCSD ☐ Other: _____

Heating: ☐ Electric system ☐ Propane system ☐ Wood ☐ None ☐ Other: _____

Air Conditioning: ☐ Central HVAC ☐ Swamp ☐ Window unit(s) ☐ None ☐ Other: _____

Garage(s): ☐ _____ spaces ☐ Carport ☐ None

Parking capacity in driveway, road frontage, or elsewhere on lot: _____ vehicles (estimate)

Road Maintenance authority: ☐ City ☐ County ☐ CSA/HOA ☐ Private Road/Landowners' ☐ Unknown

Existing road condition: ☐ Good ☐ Fair ☐ Poor
No

Adjacent to State Highway ☐ Yes ☐

Is lot in a HOA or CSA? ☐ Yes: _____ ☐ No ☐ Not sure

Multi-story house(s)? ☐ Yes ☐ No

Level lot or on slope? ☐ Level ☐ On Slope

ADA compliance anticipated easy to achieve on site and in structures? ☐ Yes ☐ No ☐ Not sure

Broadband at location? ☐ Yes: _____ ☐ No ☐ Not sure

Are all homes/improvements on parcel permitted/legal? ☐ Yes ☐ No ☐ Not sure

Any open Code Enforcement cases on parcel(s)? ☐ Yes ☐ No ☐ Not sure

Interior Modifications Required? ☐ Yes ☐ No ☐ Not sure

External Modifications Required? ☐ Yes-approx. sf _____ ☐ No ☐ Not sure (CEQA)

Are Smoke Alarms installed in the following areas?

1. Each sleeping room: ☐ Yes ☐ No
2. Outside each separate sleeping area in the immediate vicinity: ☐ Yes ☐ No
3. On each level of the home: ☐ Yes ☐ No
4. Not less than 3 feet from a bathroom door: ☐ Yes ☐ No
5. In the hallway and in the room open to the hallway if the ceiling is greater than 24" from the hallway ceiling: ☐ Yes ☐ No

Are there Carbon Monoxide detectors in the following locations (if gas appliances are installed, or if a garage is attached)? ☐ Not Applicable: No gas appliances and no attached garage

1. Outside of each separate sleeping area in the immediate vicinity of the bedrooms: ☐ Yes ☐ No
2. On every occupiable level of the dwelling unit, including basements. Yes ☐ No ☐
3. In any sleeping room with a fuel burning appliance. Yes ☐ No ☐ N/A ☐

Do sleeping rooms have compliant Emergency Egress openings? Yes ☐ No ☐

Streams, drainage ditches, ponds present on site? Yes ☐ No ☐ (CEQA)

Rock walls, orchards, ditches, mining evidence present on site? Yes ☐ No ☐ (CEQA)

NOTES/FOLLOW
QUESTIONS: _____

UP

Homeless Services Funding Streams and Program Eligibility			
Name of Funding/Program	Home Safe	Housing and Disability Advocacy Program (HDAP)	Housing Support Program (HSP)
Allocation/grant	FY 21-22 \$250,000 FY 22-23 \$250,000 Partially encumbered: El Dorado Contract Partially encumbered: Homeless Social Worker	FY 21-22 \$291,666 FY 22-23 \$292, 694 Partially encumbered: El Dorado Contract Partially encumbered: Homeless Social Worker	FY 21-22 \$602,337 (\$263,904 contracted w/ ATCAA) FY 22-23 \$605,514 (\$263,904 contracted w/ ATCAA) Partially encumbered: El Dorado Contract Partially encumbered: Homeless Social Worker
Remaining as of 12/31/2022	\$416,786 Pending invoices ~ \$20,000	\$243,047 Pending invoices ~\$65,000	\$956,077 Pending invoices ~ \$60,000
Funding Timeframe	FY 21-22 and FY 22-23 expend by June 30, 2024	FY 21-22 and FY 22-23 expend by June 30, 2024	FY 21-22 Expansion Funds (\$302,720) expended by June 30, 2025 FY 21-22 and FY 22-23 annual allocation by June 30, 2024
Match Requirement	No, until 6/30/2024	No, until 6/30/2024	No, until 6/30/2024
Eligibility	Current or pending APS clients.	Likely eligible for disability benefits.	CalWORKs families
Allowable Activities	○ Case Management ○ Housing stabilization ○ Housing Navigation ○ Housing Financial Assistance	○ Outreach activities ○ Case Management ○ Disability Income Advocacy Services ○ Housing Financial Assistance ○ Housing Navigation ○ Structure purchases on behalf of a HDAP client, with prior CDSS approval ACIN I-85-18 is RV, fifth wheels, travel trailers or similar, mobile/modular homes, and/or tiny homes	○ Homeless prevention ○ Rapid Re-housing ○ Rental assistance, ○ Case management ○ Housing navigation ○ Landlord engagement and incentives ○ Interim shelter costs

		○ Interim Shelter - motels, bridge housing, or any other temporary shelter placements ○ Recuperative care ○ Move in costs and housing stabilization costs ○ Modifications to units to accommodate accessibility needs. ○ Independent Living Facilities, recovery residences, and board and care facility placements ○ Master leasing ○ Reunification with family or friends - financial incentives or assistance to provide perm housing. ○ Transition planning to support long-term options		
Homelessness Services Funding Streams and Program Eligibility				
Name of Funding/Program	Bringing Families Home	Transitional Housing Program Young Adults 18 to 24 Years	Housing Navigator Program (HNP) Young Adults 18 to 24 Years	Homeless Housing, Assistance & Prevention Program (HHAP) Round 1 Youth (RFP)
Allocation	FY 21-22 \$254,173 FY 22-23 \$255,449	FY 21-22 \$6,400 FY 22-23 \$6,400	FY 21-22 \$6,370 FY 22-23 \$6,370	FY 20-21 \$85,064
Remaining as of 12/31/2022	\$409,570 Pending invoices ~ \$20,000 Partially encumbered: El Dorado Contract Partially encumbered: Homeless Social Worker	\$11,369 Partially encumbered: El Dorado Contract	\$7,670 Partially encumbered: Homeless Social Worker	\$64,437 Partially encumbered: El Dorado Contract Partially encumbered: Homeless Social Worker
Funding timeframe	FY 21-22 and FY 22-23 expend by June 30, 2024.	FY 21-22 and FY 22-23 expend by June 30, 2024	FY 21-22 and FY 22-23 expend by June 30, 2024	Expend by June 30, 2025
Match Requirement	No, until 6/30/2024	No	No	No

Eligibility	Families in the child welfare system	Youth adults 18 to 24 years old	Young adults 18 to 24 old	Young adults exiting the foster care system up to age 21
Allowable Activities	○ Housing-related case management ○ Housing navigation ○ Housing related expenses ○ Housing stabilization ○ Landlord engagement and incentive ○ Interim shelter costs	○ Housing financial services ○ Secure and maintain housing ○ Coordination of services and linkages to community ○ Engagement and outreach	○ Secure and maintain housing ○ Housing case management ○ Homeless prevention ○ Coordination of services and linkages to key resources	○ Case management ○ Rental assistance ○ Rapid Rehousing ○ Outreach and coordination ○ Homeless prevention assistance
Homelessness Services Funding Streams and Program Eligibility				
Name of Funding/Program	Project Roomkey	Homeless Housing, Assistance & Prevention Program (HHAP) Round 2 County Controlled	Homeless Housing, Assistance & Prevention Program (HHAP) Round 3 – County Controlled	Homeless Housing, Assistance & Prevention Program (HHAP) Round 3 – CoC (RFP)
Allocation/grant	FY 21/22 \$421,296	\$192,075	\$537,811	\$297,700 CoC also funded: • Resiliency Village - \$53,000 • Sonora PD - \$114,418
Remaining as of 12/31/2022	\$42,215 Pending invoices ~ \$25,000 Partially encumbered: El Dorado Contract Fully encumbered: Warming center and Triage phoneline: Supplies and staff	\$130,228 Pending invoices: ~\$50,000 Partially encumbered: EL Dorado Contract Partially encumbered: Homeless Social Worker	\$591,592.27	\$297,700
Funding Timeframe	6/30/2023	6/30/2026	6/30/2026	6/30/2026
Match Requirement	No	No	No	No

Eligibility	All homeless	All homeless	All homeless	All homeless
Allowable Activities	○ Rental assistance ○ Removing housing barrier ○ Housing stabilization ○ Housing-related case management, ○ Housing navigation. ○ Shelter operations, including staff. ○ Food, clothing, toiletries, and other supplies.	○ Rapid Rehousing - \$38,031 ○ Operating subsidy - \$48,595 ○ Navigation/Emerg HA - \$67,610 ○ Prevention/Diversion - \$14,790 ○ Strategic Planning - \$9,604 ○ Admin - \$13,445	○ Service coordination - \$45,602 ○ System Support - \$26,891 ○ Interim shelter - \$427,674.15 ○ Admin - \$37,644 ○ 10% must be spent on youth (\$53,781.12)	○ Interim shelter
Homelessness Services Funding Streams and Program Eligibility				
Name of Funding/Program	Community Development Block Grant (CDBG)	CARE Court	Opioid Settlement	Permanent Local Housing Allocation (PLHA)
Allocation/grant	Roughly \$300,000/per year in loan repayments (Next 10 years)	\$1.1 m 1 st Cohort \$250,000 each county	So far, \$1,103,400.02	\$1,105,101 (three-year allocation)
Remaining as of 12/31/2022	\$300,000	\$1.1m \$250,000	\$1,103,400.02	\$1,105,101
Funding Timeframe	June 1 st of year fiscal year	12/2024?	Janssen – 9 years (2031?) Other – 18 years (2040?)	• Year 1- \$368,367 needs to be spent by 2024 • Year 2- \$368,367 needs to be spent by 2025 • Year 3-\$368,367 needs to be spent by 2026
Match Requirement	No	No	No	No
Eligibility	CDBG Eligible Activity	Schizophrenia spectrum Psychotic disorders		PLHA Eligible Activity
Allowable Activities	Housing Activities, Infrastructure Projects,	○ Planning cost ○ Community education	○ 50% for High Impact Abatement activities:	Housing Programs and Services, Infrastructure

	Services/programs to Low-Income Population	○ Stakeholder education ○ Develop policies and procedures ○ IT, electronic medical record system, data reporting and billing ○ Staff ○ Training ○ Recruitment ○ Permanent housing acquisition – Tuolumne County only as negotiated by CAO	○ Matching funds or operating costs for SUD facilities ○ SUD treatment facilities ○ SUD justice involved ○ Youth intervention ○ Other ○ Education ○ Services ○ Planning	Projects related to Housing.
Homelessness Services Funding Streams and Program Eligibility				
Name of Funding/Program	Felony Incompetent to Stand Trial (FIST)	Mental Health Services Grant (MHSA)	Substance Abuse Block Grant	
Allocation/grant	\$683,399.84 \$140,000 - \$151,000 earmarked for housing	Potentially 1 million	\$523,276 \$20,000 budged for Residential SUD Treatment	
Remaining as of 12/31/2022	\$140,000-\$151,000 for housing	1 million	\$20,000	
Funding Timeframe	6/30/2025	3 year cycle begins 7/1/23 – 6/30/2026	Ongoing, 21-month cycle begins in October Example 2022 grant starts 10/1/2022 and expires on 6/30/2024.	
Match Requirement	No	No	No	
Eligibility	○ Felony justice involved ○ Severely mentally ill	○ Severely Mentally Ill	Youth and Perinatal	

	○ Care Court eligible ○ Substance use psychosis	○ Requires stakeholder process		
Allowable Activities	○ Housing subsidy/rent ○ Care coordination ○ Clinical services ○ Medication services ○ Competency restoration services	Approved by stakeholder	○ Prevention services ○ Case management ○ Residential SUD treatment	
Name of Funding/Program	Behavioral Health Bridge Funding		Future opportunities	Future opportunities
Allocation/grant	\$2,077,802 At least 75 percent of funds must be used for operating bridge housing (\$1,558,351.50) \$519,450.50 left for other allowable expenses: ○			
Remaining as of 12/31/2022	N/A			
Funding Timeframe	Application due 4/28/2023 Funding available: unknown Expend by 6/30/2027			
Match Requirement	No ○ Paid through reimbursement invoicing, based on the achievement of identified milestones provided through required reporting. ○ If a county is not on track to meet funding deliverables and spend its full contracted amount, DHCS reserves			

	the right to redistribute those grant funds to other eligible county BHAs.		
Eligibility	○ a. Significant impairment as defined in the grant where “impairment” is defined as distress, disability, or dysfunction in social, occupational, or other important activities, including education and family relationships ○ b. A reasonable probability of significant deterioration in an important area of life functioning ○ c. A need for SMHS, regardless of presence of impairment (for individuals under age 21) ○ AND The individual’s condition, as defined in a, b, and/or c, is due to either of the following: ○ a. A diagnosed mental and/or substance-related or addictive disorder, according to (DSM) and the International Statistical Classification of Diseases and Related Health Problems (ICD) ○ b. A suspected mental and/or substance-related or addictive disorder that has not yet been diagnosed ○ OR 2. The individual has at least one of the following: a. At least one diagnosis from the current edition of the DSM for Substance-Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and NonSubstance-Related Disorders ○ b. At least one suspected diagnosis from the current edition of the DSM for Substance Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and Non-Substance-Related Disorders ○ OR 3. The individual is a CARE Program participant, regardless of whether they meet the criteria in paragraph (1) or (2), above		
Allowable Activities	○ Infrastructure funding is limited to \$75,000 per bed ○ May be leased or owned by the county or by contracted provider partners.		

	○ Complete all bridge housing start-up infrastructure activities and make beds available within 1 year of contract execution. ○ Grantees that make beds available within 90 and 180 days will receive a competitive advantage in future rounds of BHBH Program funding, based on the number of beds made available within these time frames ○ Bridge housing settings including necessary housing operation costs (e.g., facility rent, utilities, Wi-Fi, insurance, onsite staffing, repairs, food, hygiene products), as well as the costs for additional services to support participants' housing stability and retention and wellness ○ Explore innovative models using existing real estate that can be leased or quickly converted including, but not limited to, the following: ○ Tiny homes ○ Master-leased units or buildings ○ Hotels and motels ○ Churches and other community settings ○ Duplexes or large single-family homes ○ Modular buildings ○ Scattered-site individual units ○ *May be used to support complementary activities or enhanced investments of existing work if, existing funds (1) do not fully reimburse activities or (2) support additional or different services beyond those that would be funded under the BHBH Program. BHBH Program funds may not duplicate reimbursement for activities funded by other federal, state, or local programs. ○ FLEXIBLE FUNDING CATEGORIES Funds remaining after meeting the minimum bridge housing requirement may be utilized on the following allowable activities: examples: ○ Establish a program lead who will direct these efforts ○ Coordinate with local CoC and other stakeholders focused on serving similar target		
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	populations to expand capacity for addressing the needs of individuals with serious behavioral health conditions ○ Implement and actively participate in the HMIS ○ Submit required reports and documentation to AHP/DHCS EXCEPTIONS DHCS may grant requests for exceptions to the budgetary specifications, including the limitations upon start-up infrastructure funding and the requirement that 75% of BHBH funds must be used for operating costs, when necessary for the requesting county to achieve the BHBH Program goals and objectives. ○ Criteria for granting an exception include: ○ Demonstrated lack of existing suitable facilities within the county that may be used for bridge housing ○ Costs of accessibility improvements exceeding program limits ○ And other unusual circumstances. Requests for exceptions shall require substantial evidence to document that the exception criteria are met. Exception must be included in BHBH Program application and submit it by the due date. Those requesting exceptions must submit documentation and participate in a consultation with DHCS prior to DHCS's consideration of the exception. *May not be used to pay for existing services or housing supports that are currently reimbursed, or eligible for reimbursement through Medi-Cal (including Enhanced Care Management, Targeted Care Management, and Community Support Services), funding sources such as Mental Health Services Act-funded programs, or other federal or local programs.		
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TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Homeless Housing Program

Public Input

Policy Advisory Committees

-PURPOSE, AUTHORITY & RULES APPROVED DECEMBER 06, 2022-

The Board of Supervisors is the policy-making body of the County of Tuolumne. No other County official, representative, and/or committee may make policy on behalf of the County of Tuolumne unless expressly authorized by federal or state law, County ordinance, or resolution and/or other act of delegation by the Board of Supervisors. The Board of Supervisors desires to utilize policy advisory committees to improve the effectiveness and efficiency of the full Board.

Purpose

The Board of Supervisors desires to create policy advisory committees in order to serve the full Board by:

1. The primary focus is to achieve Board Goals and Priorities
2. Insuring policy items coming to the full Board are mature:
 - the policy issue has been properly defined
 - all reasonable alternatives relative to a particular policy issue have been identified, researched, and considered
 - recommendations are clear and well substantiated
3. Providing a place for investigation of specific policy issues brought to the full Board's attention by members of the Board and/or public; and
4. Providing a forum for early and complete public vetting of potentially controversial policy issues.

Authority

The authority of any Board policy committee stems from the full Board which defines, and limits said authority. The Board of Supervisors authorize Policy Advisory Committees to complete their work in alignment with the Strategic Goals adopted by the Board of Supervisors and the following guidelines:

1. Through the Board approved purpose statements for each committee;
2. Committees are not to address and/or direct departmental operational issues;
3. Committees shall serve in an advisory capacity only to the full Board through Principal Staff Support assigned to the Committee;
4. Committees shall serve to support decision-making by the full Board;
5. Committees cannot direct or initiate policy action, establish departmental work priorities, and/or commit County resources without the authorization of the full Board; and
6. Annual committee work programs shall be developed and forwarded to the full Board for approval as to the items to be worked on, the priority order in which they should be addressed, and the use of resources to pursue the same.

7. Should the full Board approve, an Ad Hoc Committee can be established, with no more than two (2) Board members, for a limited time (less than 12 months) and a specific purpose.

Rules

The Board of Supervisors desires to create general rules to govern the conduct of all its policy advisory committees. Upon Board approval, this Handbook will supersede all committee bylaws, resolutions, and Board actions and will be used as the primary guide for running committee meetings.

Those general rules shall be as follows:

Membership

1. The committee chair and vice-chair shall be members of the Board of Supervisors as annually appointed.
2. Committee meetings must not occur without at least one Board Member present.
3. It will be the responsibility of the appointed member who cannot attend a meeting to find their replacement and arrange for the meeting information (e.g. agendas, back-up materials, etc.) to be provided to the alternate. Alternate attendees should be prepared to participate in meetings as called upon. In the event, a regular delegate of any Board committee, commission, or other organization cannot attend a meeting and the designated alternate is unable to attend in their place, any other member of the Board of Supervisors may serve as an alternate for that meeting.
4. Committee chairs are expected to report back to the full Board on activities of their respective committees under Board Reports at the regularly scheduled Board of Supervisors meetings.
5. Unless otherwise established in the Committee creation/modification resolution or minute order the terms shall be staggered and a minimum of 2 years.
6. All applications will be considered when filling district-specific vacancies. However, preference will be given to district residents.
7. Applicants will be required to attend a minimum of two meetings prior to their appointment. The purpose of this requirement is for the applicant to become familiar with the Committee Workplan and mission before membership commitment.
8. Committee members may be required to submit an Oath of Office with the Clerk of the Board's Office, upon appointment and before attending their first meeting as a voting member.
9. A member who is recorded as unexcused absent for 3 consecutive meetings may be removed from the Committee and their seat declared vacant by the Chair of the Committee. Notification shall be made in writing to the absentee member and the Board of Supervisors. An absence is recorded as an excused absence when the principal staff person is notified immediately.
10. If any member of a Committee fails to fulfill their duties and/or consistently distracts from the Workplan established and approved by the Board of Supervisors said member shall be removed from their appointed seat by a majority vote of the Committee.

Meeting Protocols

1. Agendas shall be set by the chair in consultation with the principal staff support. Items cannot be put on the agenda if they are outside of the purview of the committee/commission.
2. Agendas shall contain at a minimum the following elements according to Ralph M. Brown Act:
 - Meeting Location, Date, and Time
 - Participation Procedures (if not in person only)¹
 - Call to Order & Roll Call for Hybrid/Virtual Meetings
 - Approval of Prior Meeting Minutes (Regular Agenda)
 - Open Public Comment for items not on the printed agenda under the Committee/Commission's purview
 - Discussion Items with a brief general description of each item to be discussed or transacted at the meeting
 - Adjournment
 - Notice for Special Assistance/Accommodations and Access to Late Agenda Materials with Contact Information
3. All committee agenda items shall be presented through a staff report or presentation that discusses the policy issue at hand, alternative approaches to address the policy issue, and the staff's preliminary recommendation. Staff reports are needed to focus committee deliberations and ensure agenda items are sufficiently mature for a preliminary discussion. Staff will determine the most appropriate and experienced presenters; this may require outside consultants.
4. The dual goals for complex policy issues coming to the full Board are that they have been fully researched and have a committee recommendation associated with them. It is the responsibility of the principal staff person to bring the recommendation to the full Board for their final decision on the committee recommendation. If a recommendation cannot be reached (via consensus or formal vote), the item shall not move forward to the Board.
5. Meetings shall be scheduled and determined by the Committees on an annual basis ², unless otherwise specified. Meetings may be canceled according to the Ralph M. Brown Act requirements if there is no business to discuss. Special meetings can be scheduled as required following Ralph M. Brown Act requirements.
6. Committee meetings are subject to the open meeting laws contained in the Ralph M. Brown Act including requirements for proper postings of agendas³ opportunities for public comment³ and agenda back-up documentation.
7. The definition of a quorum is the full voting membership count (even if seats are vacant) divided in half, plus one. For example, full voting membership is 20 members, thus a quorum would be 11 members. If a quorum is not met, meetings shall be canceled according to the Ralph M. Brown Act requirements. Government Code § 54952.2. and § 54952.6.
8. Committee meetings will be canceled or rescheduled if neither the chair nor vice-chair are present and they are not able to find an alternate Board member; if the meeting is canceled, no business related to the purpose of the committee may be discussed.

9. Summary minutes of committee meetings shall be prepared by the principal staff support or their designee and adopted by the committee. Summary minutes⁴ should include all appearances, presentations, actions taken relative to agenda business, and all recesses and reconvening times.
10. Should the full Board approve, an Ad Hoc subcommittee can be established, with no more than 2 Board members, for a limited time (less than 12 months) and a specific purpose.

Operational Processes:

- 1 Due to the nature of County committee meetings, each agenda shall specify in-person and/or virtual options for participation and public comment.
- 2 Ensure the committees' webpage is maintained to reflect current information for regular meeting dates and times and that it is also on the main page calendar.
- 3 Agenda posting should occur through the County website "Agenda Center" which will publish to all subscribers upon posting. The agenda should also be pushed to the committees' event on the main calendar of the website. A printed copy of the agenda shall be posted on the outside of the building where the meeting will take place in an accessible and well-lit area.
- 4 To ensure consistency and transparency all draft minutes should be watermarked with draft and included with the agenda posting for approval. Once the minutes are approved and finalized, they shall be posted in the "Agenda Center" on the County website as a separate attachment under the original meeting date "Minutes".

Tuolumne County Homelessness Committee

Purpose Statement: The Tuolumne County Board of Supervisors identified as a top priority community, family and health. The Board identified addressing the homeless, in collaboration with public and private agencies, to develop and implement a plan to address homelessness.

Authorizing Legislation: 02/16/2021 Board Action: Established Tuolumne County Homeless Advisory Committee; 04/06/2021 Board Action: Modified Membership; 05/18/2021 Board Action: Modified Membership; 08/10/2021 Resolution No. 69-21: Name changed to Tuolumne County Commission on Homelessness, Modified Membership, and Approved bylaws; 08/16/2022 Board Action: Modified Membership, Nullified the bylaws adopted on 08/10/2021, and Adopted the Board of Supervisors Committees Rules; 12/06/2022 Board Action: Name changed to Tuolumne County Homelessness Committee and Adopted new Committee Rules.

Membership:

- Board of Supervisors (1)
- Members of the public (5), one from each Supervisorial District
- Sonora City Council (1)
- Amador Tuolumne Community Action Agency (1)
- City of Sonora (1)
- Chicken Ranch Rancheria of Me-Wuk Indians (1)
- Tuolumne Band of Me-Wuk Indians (1)
- Tuolumne County Business Council (1)
- Tuolumne County Superintendent of Schools (1)
- Tuolumne County Sheriff (1)
- Tuolumne County Veterans Services (1)
- Local Services Provider (1)
- Affected Population (1)
- Non-voting Advisers (7)
- Central Sierra Continuum of Care Youth Advisory Board
- District Attorney's Office
- Health and Human Services Agency
- Superintendent of Schools
- Adventist Health Sonora
- Local law enforcement

Principal Staff Support: Homeless Services Coordinator
County Counsel, as needed

Community Input Forums



GOAL:

- To create an open forum for the Tuolumne County community to suggest solutions to reduce homelessness.

DESIRED OUTCOMES:

- Widespread community engagement that builds trusts with community leaders
- Support the Tuolumne County Board of Supervisors in making decisions regarding homeless housing
- Provide educational information on regional and local homelessness
- Generate solutions for homelessness
- Increase “bed” capacity
- Reduce homelessness

EXPECTATIONS:

- Widely promoted across all media sources
- Multiple in-person meetings in all 5 districts
- An online survey to be made available to the community
- Facilitated by members of the Homelessness Committee and their designees
- Supervisors attend meetings not in their district and as “hearers” only
- Solutions-oriented

AGENDA:

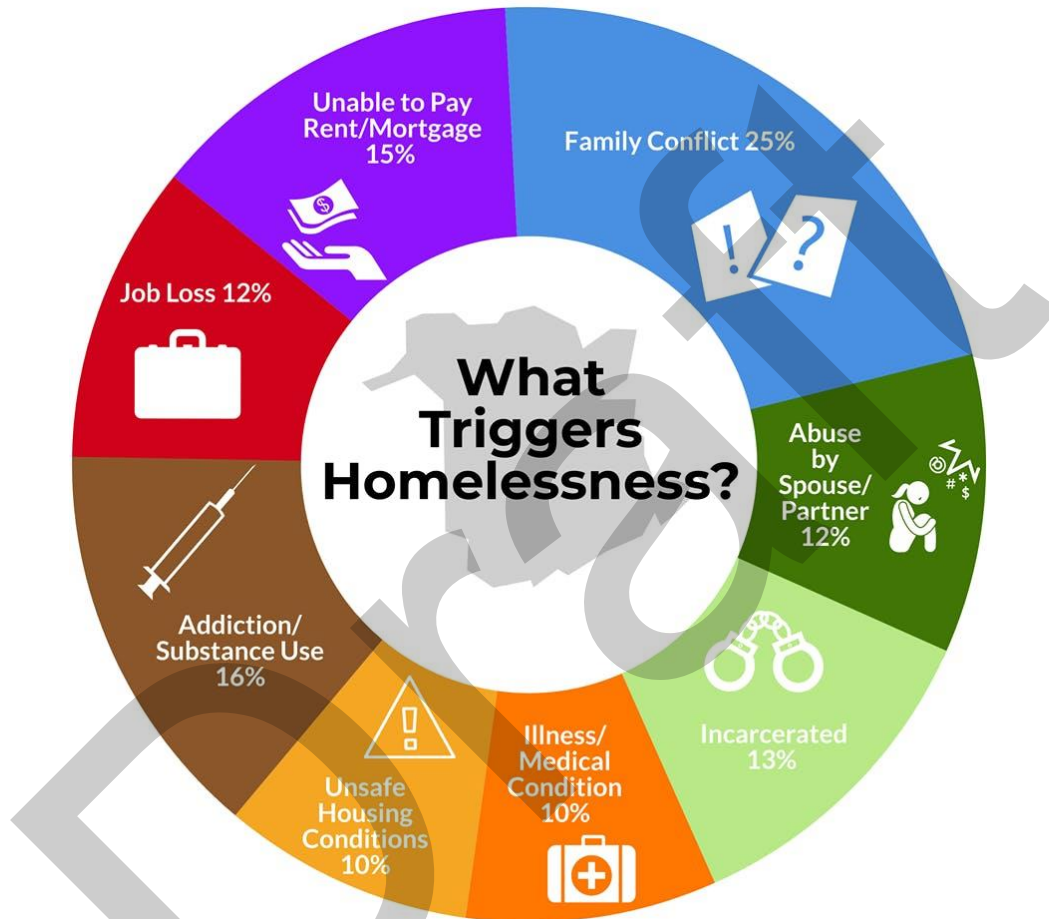
- The following information will be distributed prior to meeting start
 - Homeless Housing informational packet
 - Forum Input Sheet
- A member of the Homelessness Committee will provide a welcome and overview of the meeting, a list of expectations for the meeting regarding being solutions-oriented and introduce the facilitator.
- The Homeless Services Priority Projects will be presented with a highlight of the Navigation Center and Distributive Housing.
- The facilitator will highlight the “Triggers to Homelessness” as well as provide local PIT, CalFresh data and housing needs.
- The facilitator will highlight one “trigger” at a time and invite the community to write down their solutions on the input sheet.
- The facilitator will ask five community members to share their ideas.
- Once all of the “trigger” areas have been addressed, community members will be asked to submit their input sheets so that their responses can be aggregated and prepared to be presented to the Homelessness Committee and ultimately the Board of Supervisor.
- The community members will be thanked and dismissed by the member of the Homelessness Committee that opened the meeting.

Community Forum Input Sheet

EXPECTATIONS:

- The meeting is to be solutions oriented only
- Participants are encouraged to refrain from derogatory and negative remarks about suggested solutions, County staff, community members and the unhoused.

TRIGGERS TO HOMELESSNESS:



Data retrieved from the 2018 NB Point in Time Count, Human Development Council.

1. SOLUTIONS FOR HOMELESSNESS RELATED TO FAMILY CONFLICTS:

2. SOLUTIONS FOR HOMELESSNESS RELATED TO DOMESTIC VIOLENCE:

3. SOLUTIONS FOR HOMELESSNESS RELATED TO JUSTICE INVOLVEMENT:

4. SOLUTIONS FOR HOMELESSNESS RELATED TO MENTAL ILLNESS:

5. SOLUTIONS FOR HOMELESSNESS RELATED TO PHYSICAL ILLNESS:

6. SOLUTIONS FOR HOMELESSNESS RELATED TO DISABILITY:

7. SOLUTIONS FOR HOMELESSNESS RELATED TO UNSAFE HOUSING CONDITIONS:

8. SOLUTIONS FOR HOMELESSNESS RELATED TO SUBSTANCE ABUSE:

9. SOLUTIONS FOR HOMELESSNESS RELATED TO UNEMPLOYMENT:

10. SOLUTIONS FOR HOMELESSNESS RELATED TO HIGH HOUSING COSTS:

LOCAL HOMELESSNESS DATA

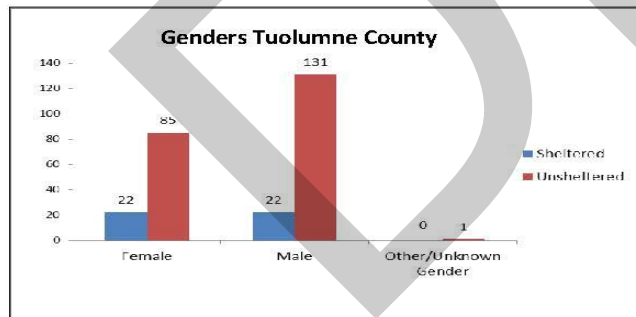
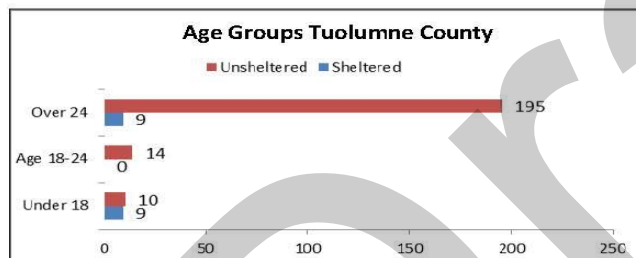
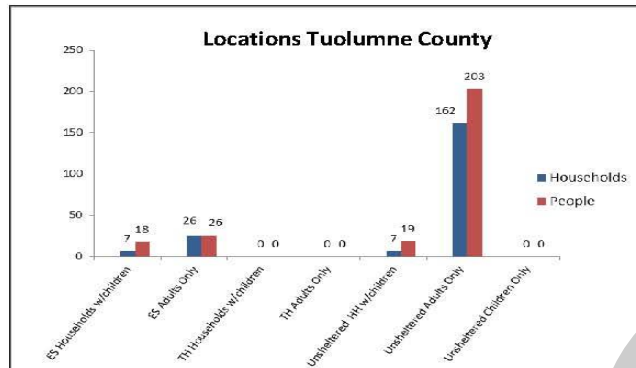
POINT IN TIME COUNT:

These counts include numbers of both sheltered and unsheltered homeless populations. The 1-night counts are conducted by Continuums of Care nationwide and occur during the last week of January each year. The January 2022 PIT Count for Tuolumne County is as follows:

PIT Date 1/27/2022

Central Sierra Continuum of Care
2022 Point-In-Time Homeless Count
Tuolumne County

HUD Defined Homeless Populations



Comparison of Homeless Data by County					
County	Sheltered		Unsheltered		Couch Surfing
	Households	People	Households	People	People
Amador	20	27	117	157	2
Calaveras	18	26	66	96	39
Mariposa	27	27	19	19	0
Tuolumne	33	44	169	222	35
Total	98	124	371	494	76

	Households	People
ES Households w/children	7	18
ES Adults Only	26	26
TH Households w/children	0	0
TH Adults Only	0	0
Unsheltered HH w/children	7	19
Unsheltered Adults Only	162	203
Unsheltered Children Only	0	0
Total	202	266

Age Groups	Sheltered	Unsheltered
Under 18	9	10
Age 18-24	0	14
Over 24	9	195

Genders	Sheltered	Unsheltered
Female	22	85
Male	22	131
Other/Unknown Gender	0	1

Ethnicity	Sheltered	Unsheltered
Hispanic	6	17
Non-Hispanic	37	205

Race	Sheltered	Unsheltered
White	39	168
Black/African American	0	0
Asian	0	0
Amer. Indian/Alaskan	0	20
Hawaiian/Pacific Islander	0	0
Multiple Races	5	30
Race Unknown	0	4

Unaccompanied Youth	Sheltered	Unsheltered
Under 18 Years Old	0	0
Youth 18-24	0	7

Parenting Youth	Sheltered	Unsheltered
Households	0	2
Parenting Youth 18-24	0	2
Children of Parenting Youth	0	2

Other Categories	Sheltered	Unsheltered
Chronic Homeless Individ.	11	98
Veterans	2	15
Chronic Homeless Vets.	0	14
Mental Illness	7	54
Substance Use Disorder	1	36
HIV/AIDS	0	0
Domestic Violence	3	50

TUOLUMNE COUNTY HOUSING SERVICES STATISTICS:

In 2022, the use of funding for homeless housing from the California Department of Social Services provided support for services and case management that placed people in housing.

- Through HDAP funding (Housing & Disability Advocacy Program) staff has placed 37 homeless and disabled individuals in temporary housing, and 10 individuals in permanent housing.
- Through CalWORKs Housing Support Program (HSP) funding for homeless families, staff has placed 45 individuals into temporary housing, and 27 into permanent housing.
- Through Project Roomkey 77 individuals were placed in temporary housing.
- Tuolumne County Department of Social Services received over 380 referrals for housing services.
- 161 individuals were placed in temporary housing and 100 individuals were placed in permanent housing.
- All of this happened with only 1 full time social worker dedicated to homeless services. More social workers would make for even more effectiveness—and more manageable caseloads.
- The County has budgeted to increase the social work labor force, but attracting qualified applicants is difficult but funding is available.



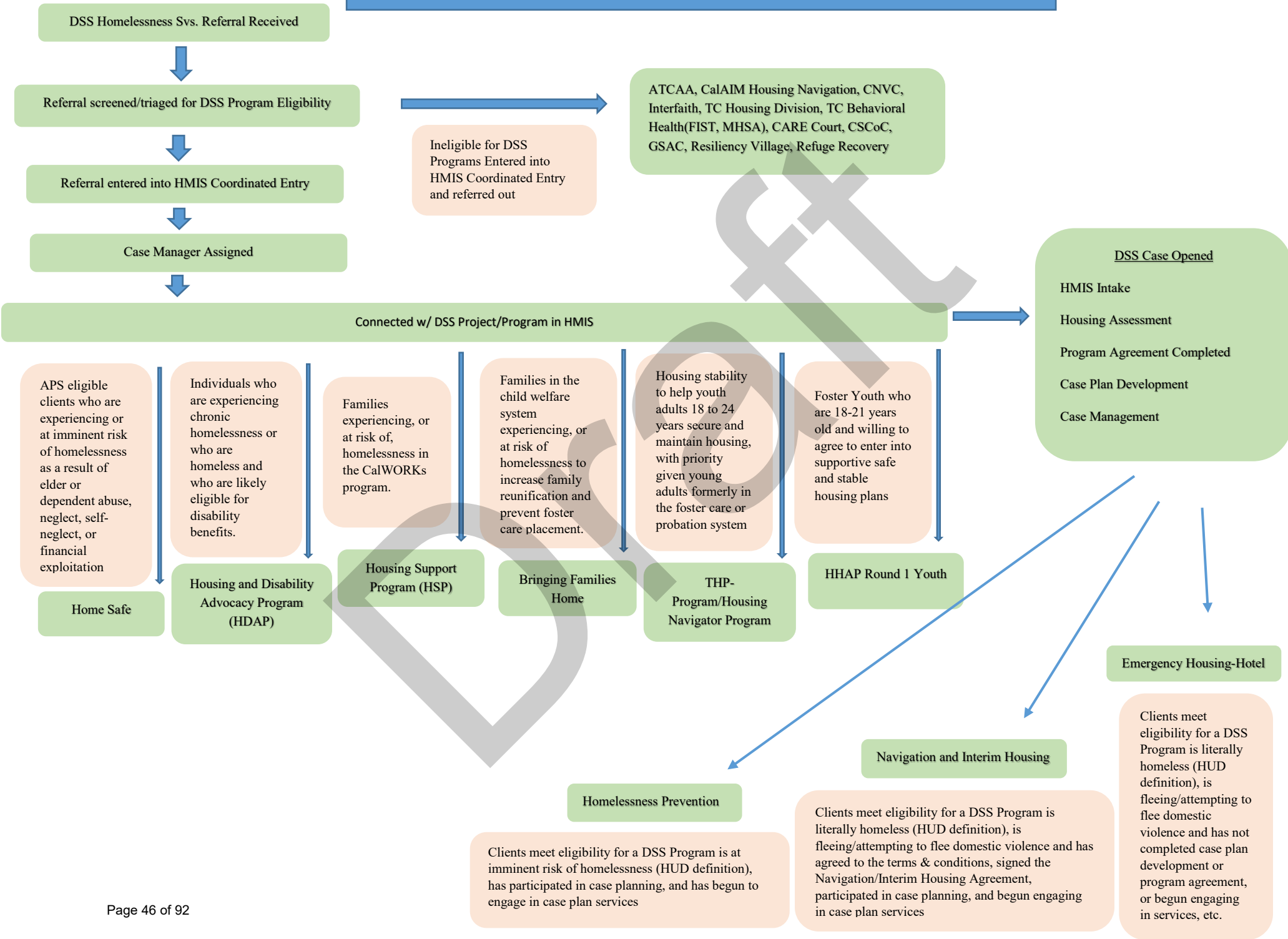
TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Homeless Housing Strategic Plan

Operations

HHSA-Department of Social Services Homelessness/Unhoused Services Flow



Navigation and Bridge Housing Support Services Program

Draft 2/2023

Purpose: Through intensive case management mitigate barriers according to a comprehensive service/case plan and connect unhoused residents of Tuolumne County to permanent housing, self-sufficiency solutions, and supportive services.

Goal: To connect XX participants to permanent housing each year and to reduce recidivism by continuing to offer case management services.

Referral Process:

- **Navigation Services:** Onsite walk-in services for any unhoused Tuolumne County resident seeking supportive services during business hours may receive a referral for:
- **Homeless/Unhoused Programs**
- **Employment services**
 - Public Assistance programs
 - “In-Home” Supportive Services
 - Housing navigation (housing locator, credit repair, tenant education)
 - Mental Health/substance use
 - Mobile public health services
- **Bridge Housing:** Available to unhoused Tuolumne County residents who have participated in a thorough assessment from the triage team to determine the level of need, available supportive services, and program eligibility. The Central Sierra CSCoC New Survey Long Form 2.0 is a screening tool used to prioritize the target population and the appropriate housing intervention.
 - Triage Team:
 - HHSA (BH, PH, DSS, Veterans)
 - Resiliency Village – confirmed
 - ATCAA - confirmed
 - CNVC - confirmed
 - DRAIL (Disability Resources Agency for Independent Living) - confirmed
 - Area 12 Agency on Aging - confirmed
 - Interfaith – pending
 - MLJT – pending
 - GSAC – pending
 - Nancy’s Hope - pending
 - Services:
 - Navigation Services
 - Room (bed, bedding, bathroom, microwave, small refrigerator)
 - Laundry facility
 - Storage area for two bins

Bridge Housing Eligible Participants:

- Elderly (receiving Adult Protection Services)
- Disabled
- Transitional Aged Youth with focus on foster children (18 – 26)
- Families

Bridge Housing Ineligible participants: a background of residents shall be conducted using an on-line platform (e.g. Google) to verify criminal record prior to living at the Bridge Housing facility.

- Registered sex offenders
- Individuals prohibited from occupying hotels/motels due to destruction of property
- Individuals convicted of a tenancy related crime
 - Violent crimes
 - Arson related crimes
- Individuals requiring physical and/or mental health services to mitigate hospitalization/institutionalization and the services are not available locally.

Participants shall exit Bridge Housing for the following situations:

- Violation of Bridge Housing participant agreement
- Failure to participate in efforts to secure permanent housing including but not limited to:
 - Participating in services that lead to permanent housing.
 - Participating in permanent housing searches, applications, appointments
 - Participating in efforts to secure a source of income to sustain permanent housing
 - Lack of engagement with case managing social worker(s)
- Housing non-approved household members or allowing unapproved guests
 - Property damage and/or vandalism
 - Drug dealing and/or trafficking
- Violent and/or threatening behavior towards other residents, on-site manager, case manager or other service providers, and neighbors.

Length of Stay:

- Maximum of six months, unless there are extraordinary circumstances as determined by the triage team.

Participant's Investments:

- Sign a housing agreement
- Engage in developing a service plan and signing the service plan committing to their engagement in services and case management.
- 30 percent of income
- Support facility operations: clean up grounds, launder bedding, clean and maintain housing unit, etc.???
- Income pays a portion of damages

Pending Action items:

- Onsite Manager
- Occupancy rules
- Occupancy agreement
- Volunteers
- Closest public transportation stop
- Housing Locator services

2022 Statistics:

- Received over 380 referrals for housing services
- 161 individuals received temporary housing through hotels
- Approximately 100 individuals were placed in permanent housing (22 were placed by contractor The Refuge Recovery)
- 15 rooms remain occupied at the El Dorado Hotel, as of today
- 35- 40 individuals are currently receiving case management services
- Approx. 30 are on the waiting list to receive case management services

Tuolumne County Health & Human Services Navigation and Interim Housing Program Agreement

The Navigation and Interim Housing Program intends to support participants in securing stable and permeant housing.

For the purposes of Navigation and Interim Housing Program, homelessness is described as:

- Literal Homelessness (an individual or family who lacks a fixed, regular, and adequate nighttime residence).
 - On the street/not meant for human habitation
 - Lacking a fixed, regular, and adequate nighttime address
 - Living in a temporary shelter
 - Residing in a public or private place not designed or ordinarily used as a regular sleeping accommodation (including car, park, abandoned building, bus/train station, airport, or camping ground).
 - Being discharged from an institution where they have been a resident for 90 days or less and resided in a place not meant for human habitation before entering that institution.
- Imminent Risk
 - Will lose residence in 14 days of seeking assistance
 - Lacks resources and supports to obtain housing
- Fleeing Domestic Violence
 - Fleeing or attempting to flee
 - Has no other resources and lacks resources to obtain housing
- Transitional aged youth between the ages of 18- 25
 - No lease or occupancy 60 days prior
 - 2 or moves in 60 days and will continue due to needs and barriers

It is expected that as a participant in the Navigation and Interim Housing program you will engage in the development of your case/service plan to include goals to mitigate barriers to homelessness and address your housing needs. Immediate engagement and participation in services is required to start meeting case/service plan goals and begin transitioning to permanent housing.

Examples of activities that may require your participation could be and are not limited to: Completion of Homeless Management Information System (HMIS) forms, housing needs assessment, attendance at support team meetings, attendance at doctors' appointments, mental health treatment appointments, drug, and alcohol treatment (inpatient or outpatient) programs, applying for benefits you may be eligible for etc.

Services provided if approved:

- Case management
 - Disability benefits advocacy
 - Assessment of housing barriers
 - Development of a case plan to establish goals to alleviate barriers to homelessness. Case plans are tailored to individual needs and examples of services may include, but are not limited to establishment or gathering of medical records, commitment of individual to attend necessary medical, mental

health and/or substance abuse treatment appointments, assistance with employment search or education enrollment (if applicable), family reunification services, etc.

- Weekly/bi-weekly case plan review
- Temporary “interim” housing
- Move-in and rental assistance
 - Eviction prevention
 - Rental application fees
 - Moving expenses
 - Utility deposits
 - Rent subsidy

Applicant understands that non-compliance with any program requirement could result in termination of services, including housing._____

Applicant understands temporary housing is dependent upon program eligibility, availability, and case plan progress, and may be terminated at any time as a result of repeatedly failing to comply with program expectations, and/or Immediate Termination Violations. Applicant will agree to the following facility rules, including but not limited to:

1. I agree to not allow visitors my your room – only case/household members may be in the room._____
2. I agree that I will not be involved in illegal activity or allow any illegal activity in my room or on facility grounds._____
3. I agree to abide by all noise ordinances and not allow any noise disturbances._____
4. I agree to keep my room neat._____
5. I understand I am responsible for any damages._____
6. I agree that I am responsible to clean and sanitize all common areas after use._____
7. I understand that I am responsible for storing household personal belongings in identified personal space (i.e., bedroom, cupboard, pantry) and will not leave personal belongings in common areas, and agree that Tuolumne County HHSA or Tuolumne County is not responsible for replacing personal belongings._____
8. I agree to engage in the services identified in my case/service plan to mitigate barriers to homelessness to transition to permanent housing._____
9. I agree to announced and unannounced visits by my case managing social worker._____
10. I agree to participate in completing chores to maintain a safe, clean, and hazard free facility._____
11. I understand I am responsible for my household's food and meals._____

12. I have read and understand the rules and violations and am aware of immediate termination violations and violations leading to exit from the program. _____

Client 1 (signature): _____

Date: _____

Client 2 (signature): _____

Date: _____

Case Manager (signature): _____

Date: _____

Draft

Interim Housing Facility Occupancy Rules and Violations

Bridge Housing Facility Rules:

- Participant agrees to a criminal background screening
- Review and sign Bridge Housing Facility Agreement
- With case managing social worker and other identified supports (as applicable) develop a behaviorally-based case plan to include barriers to permanent housing, and goals/objectives and services to mitigate those barriers. (all needs should be captured in the case plan)
- If the participant has a case plan through another program (e.g. CWS) the participant should have one comprehensive case plan that addresses all needs, supports, and services
- Participant is required to immediately engage and participate in case plan activities to begin accomplishing goals and meeting objectives
- Maintain a clean, safe, and sanitary living space
- Participate in facility chores to maintain a safe, clean, and hazard free area
- Clean and sanitize all common areas after use
- Store personal belongings in identified personal space (i.e. bedroom, cupboard, pantry) and do not leave personal belongings in common areas
- 30% of earned income will be paid toward rent and utilities
- Attend the Smart Money class through Amador-Tuolumne Community Action Agency, and plan for saving money toward permanent housing related costs.
- Attend and participate in all scheduled meetings with your case managing social worker
- Agree to unannounced home visits
- Participants/residents are responsible for their own food, meals, and snacks as well as other household items
- Approved household members only
- Transportation is addressed in the case plan as on-site transportation is not included. The use of the transit system will be prioritized if participant does not have an operational vehicle or income for gas
- Parents assure the protection of their children

Immediate Termination Violations:

- Dealing and/or trafficking all drugs
- Failure to obey all laws
- Intentional destruction of property
- No weapons
- Allowing known criminals with sex offenses and/or violent crimes to visit or harboring criminals with warrants
- Violent or threatening behavior

Bridge Housing Violations Leading to Exit from the Program:

- Violation of Bridge Housing signed agreement
- Failure to maintain/secure full-time/part-time employment or other income (e.g. SSI) within six months of entering the facility

- Failure to participate in case plan goals/objectives to address barriers to securing permanent housing for one month time period
- Failure to provide verification of participation in case plan objectives/goals
- Lack of engagement and/or avoidance with your case managing social worker and repeated cancellations
- Lack of cooperation with unannounced home visits
- Housing unapproved household members, guests, or visitors
- Participating in high risk activities or exhibiting unsafe behavior
- Failure to maintain safe and sanitary living space
- Failure to maintain a clean, hazard free facility (no clutter/items outside living space)
- Prolonged drug use and/or alcoholism and lack of engagement in treatment/recovery support and services as identified in the case plan or refusal to update case plan to include substance addiction treatment goals.

*Repeated failure of complying with the above-mentioned activities will lead to termination/exit from the Bridge Housing program/facility

Navigation and Interim Housing Case/Service Plan

Tuolumne County Health & Human Services

Participant name: _____ Date: _____

[] Initial Plan [] Revision: _____

Participant Strengths:

-
-
-
-
-

Safety & Harm Reduction: Addressing ongoing safety issues where the participant is potentially at-risk or there is the risk of possible harm to others

Concern: _____

Goal: _____

Due Date: _____

Housing: Finding appropriate housing, addressing barriers and putting in place necessary supports to allow participants to maintain their housing

Concern: _____

Goal: _____

Due Date: _____

Physical Health: Taking care of physical health, dealing with acute and chronic health issues, dental care, medication management, keeping clean, and knowing how to keep feeling well

Concern: _____

Goal: _____

Due Date: _____

Mental Health: Managing symptoms, dealing with stress, addressing medication issues, and building a satisfying and meaningful life

Concern: _____

Goal:

Due Date: _____

Substance Use: Managing and addressing addictive behaviors, such as drug or alcohol misuse, or other addictions, such as gambling

Concern:

Goal:

Due Date: _____

Social, Spiritual & Cultural Connections: Developing or reconnecting to positive relationships

Concern:

Goal:

Due Date: _____

Financial, Legal & Identification: Working to resolve issues related to a participant's source of income, obtaining identification and addressing other legal matters

Concern:

Goal:

Due Date: _____

Life Skills: Strengthening skills to live more independently, or look after dependents — access to food resources or clothing, shopping and cooking, parenting skills, housekeeping, and managing money

Concern:

Goal:

Due Date: _____

Training & Employment: Considering opportunities for personal capacity building through education, training, employment or volunteer work

Concern:

Goal:

Due Date: _____

Acknowledgement and Signature

In signing this plan, I acknowledge that I participated in the case plan development and agree to the plan. I will participate in the activities and services and make progress toward the agreed upon goals. I understand and acknowledge that my participation is required to receive services, including housing, under the Housing & Disability Advocacy Program.

Participant: _____ Date: _____

Case Manager: _____ Date: _____

Interim Housing On Site Manager – Scope of Work

Tuolumne County Health & Human Services

Intake

A. Intake/Admission Procedure

1. Receives authorization/approval from Tuolumne County Health and Human Services Homeless/Housing services designee
2. Greets participants/residents and reviews rules and violations with the participant/resident
3. Provides facility tour, and reviews policies for common areas (i.e. laundry facilities, kitchen area, dining area, etc.)
4. Provides policy of storing any personal items left behind upon exiting from the facility.
5. Reviews list of approved household members provided by case managing social worker with the resident/participant
6. Inspect/inquire about weapons
7. Provides resident/participant a schedule of facility chores
8. Assigns resident/participant their room and checks them in
9. Conducts initial room walk through with resident/participant utilizing a check list of room condition
10. Develops and maintains resident/participant file

Participant/Resident Support

1. Available to answer questions from guests about lodging, facilities, and policies
2. Proficient with community resources and services and makes referrals on behalf of residents/participants
3. Maintains up to date resources including pamphlets, transit schedules, food pantries, Social Services programs, etc.
4. Participates as a member of residents/participants support team as appropriate
5. Monitors safety of facility, residents/participants, and potential visitors
6. Engages residents/participants in facility maintenance and chores
7. Frequently collaborate and communicates regularly with the case managing social worker on status of residents/participants (following rules/not following rules)

Facility Exit Process

1. Program exits, including terminations are initiated by TC HHSA Homeless/Housing Services Team and communicated to the On-site Manager
2. On-site manager communicates occupancy rule violations to Tuolumne County HHSA Homeless/Housing Services team
3. On-site manager is responsible for checking residents/participants out through a room inspection in accordance with their check-in inspection and documents any damages
4. Provides inspection list and pictures as necessary of damages to TC HHSA Homeless/Housing Services
5. For violations that meet immediate termination policies contact TC HHSA Homeless/Housing Services Team to discuss immediate termination and a safe plan to exit residents/participants
6. The On-site Manager will be responsible for changing locks/room access in situations that require termination/eviction where a resident may refuse to leave.

7. In instances where resident/participant's belongings are left behind, the on-site manager will collaborate with TC HHSA Homeless/Housing Services Team to return belongings to the owners. Items will be stored in a secure on-site storage area for 90 days. The on-site manager will be responsible for inventorying the items and discarding the items once the 90 days have expired. The inventory list will be maintained in the resident/participant's file.

Safety

1. Appropriate emergency services will be contacted in instances of immediate safety threats. 911 should be contacted for immediate resident injury and/or danger or harm.
2. The on-site manager shall work with Law Enforcement with regard to perceived threats against themselves and/or residents/participants, neighbors, etc. This would include from residents/participants and any visitors.
3. The on-site manager shall collaborate with Law Enforcement and TC HHSA Homeless/Housing Services Team with regard to illegal activity/suspected illegal activity occurring at the facility, and with regard to any known criminals that have an active warrant or are not approved to be on-site.

Behavioral Health Supportive Permanent Housing Costs Comparison to Mental Health Placement Costs

Costs For Placement

The County Mental Health Plan is responsible to pay for housing for individuals who are placed under Lanterman-Petris-Short Act (Welfare and Institutions Code Sections 5000 et seq), aka conservatorship, and for individuals involved with the 2023 Care Court process.

The average annual cost for placement of an individual who is diagnosed with a severe mental illness and conserved is approximately \$667,000 which equates to an average monthly expense of \$55,590 for the behavioral health department. This expense represents the difference between the client's ability to pay versus what their SSI/SSDI can cover.

As depicted below, the monthly rates for out of county placements vary, within the same facility, due to the unique level of care required to support the individual.

Term Date	Placement	Type	Day Rate	Monthly Rate	Psychiatrist	Payee source	Income:Source	Aide Code	Pending /Full
6/2/23	Davis Guest Home	Sup B&C	\$140.00	\$4,340	Dr.Peters	PGO Office	SSI	60	Full
7/27/23	Davis Guest Home	Sup B&C	\$350.00	\$10,850	Dr.Peters	PGO Office	SSI	60	Full
2/17/23	Mar-Ric Care Home	Sup B&C	\$141.01	\$4,371	Dr. Ignacio	CEPS	SSI	6H/80	Full
6/1/23	Mar-Ric Care Home	Sup B&C	\$141.01	\$4,371	Dr. Ignacio	PGO Office	SSI	60	Full
4/20/2023	Merced Behavioral	MHRC	\$218.47	\$6,773	Dr.Chun	PGO Office	SSI	60	Full
4/21/23	Merced Behavioral	MHRC	\$218.47	\$6,773	Dr. Harry	PGO Office	Pending		
10/26/23	Merced Behavioral	MHRC	\$218.47	\$6,773	Dr.Harry	PGO Office	SSI	60	Full
4/20/23	Optimum Senior Care	Senior Sup B&C	\$82.21	\$2,549	Dr.Peters	Catholic Charities	SSI	6E	Full
1/19/23	Optimum Senior Care	Senior Sup B&C	\$82.21	\$2,549	Dr. Peters	Private	SSI	10	Full
3/9/23	St. Francis Guest Home	Sup B&C	\$40.70	\$1,262	Dr.Veerappa	PGO Office	SSI	60	Full
9/22/22	St. Francis Guest Home	Sup B&C	\$40.70	\$1,262	Dr.Peters	PGO Office	SSI	60	Full
7/13/23	St. Francis Guest Home	Sup B&C	\$40.70	\$1,261.70	Dr. Vanravensway	PGO Office	SSI	60,80	Full
6/27/2023	StarView Adolescent	Acute Psych	\$79.27	\$2,457	Dr. Williams	PGO Office			Full
				\$55,590					

Local County Owned and Operated Housing

Rental rates are set at 30% of the tenant's income for both housing programs. The department will cover rent for tenants, for a limited time, when tenant is housed within BH Housing and are awaiting their SSDI/SSI award. All rents covered by the department are billed back to the individuals upon their award or receipt of other income. The billing of clients to repay past rental expenses has ensured the sustainability of housing.

Rental Rates for BH Housing vary due to tenants' income, and eligibility for Section 8. **The below chart demonstrates the rental rates when subject to SSDI/SSI or Section 8.**

House	SSI/ SDI	Section 8	Indigent
-------	----------	-----------	----------

Washington House	\$ 280	\$295	\$280
Cabrini	\$ 280	\$273	\$280

Although rare, the behavioral health department may cover the housing expense associated with an active client living within a BH supportive housing who is on LPS conservatorship and is indigent, aka individuals who do not have SSI/SSDI.

Supportive Housing versus Supportive Permanent

Supportive Housing Programs which differ from Permanent Supportive Housing in that there is required program and services associated with the Supportive Housing. Some housing is supportive in nature but tied to a treatment program, and thus is not permanent supportive housing.

Draft

This residential lease is made this the day of 20 between TCBH Supportive Housing, as Management (hereinafter referred to as “we” or “us”) and _____ as Resident (herein after referred to as “you”). We lease to you and you rent from us the premises, described as follows: a 1-bedroom dwelling with two renters per room. This designated as unit number _____, located at **Housing Road Any town CA XXXXX**, together with fixtures, accessories, appliances and some furniture as indicated on household inventory forms.

This lease is subject to the following terms, conditions, covenants, and agreements:

1. **Regulations:** If any terms of this lease are inconsistent or in conflict with the regulations, then the Regulations shall control.
2. **Term:** This is month-to-month and continues as a month-to-month tenancy. Either party may terminate the tenancy by giving written notice to the other at least 30 days prior to the intended termination date subject to any applicable local laws. Such notice may be given on any date. This month-to-month will begin on _____ (“the effective date”) and will end on _____, or until terminated by either you or us as provided in this lease.

You will have the right to occupy the premises during an initial period, which begins on the day you occupy the unit described above (_____) and ends with the effective date on the lease. During this initial period you will be subject to the same terms and provisions set forth in this lease. The rent for the initial period will be _____, which was calculated on a per day basis, using 30 days per month. Current income _____ *.30/30days=_____ * days Income amount is _____

3. **Rent:** The initial rent for the premises is \$_____ per month to be paid by or on behalf of you to us at the following address: mail to: TCBH Attn: **BH Fiscal** at 2, South Green St. Sonora, CA 95370, or hand deliver to 105 Hospital Rd
4. Rent shall be paid in advance on or before the first day of each month and is late on the sixth day. If rent is not paid by the sixth day, you will be charged with a late fee of \$_____. Rent shall be adjusted annually in accordance with Section 4. The rent amount shown above includes a deduction for the utility allowance for the premises as established by the program.
5. **Income Certification:**
 - a. This monthly agreement is based on the information you have provided to us regarding your household income and assets. Each year, prior to renewal of

the lease, within 30 days of receiving notice from us, you agree to provide updated information on a form we provide you. You agree that all such information regarding household income and assets provided to us is true, complete, and correct to the best of your knowledge. You further agree that failure to provide such information, or providing false or misleading information, may result in the termination of your occupancy and eviction from the premises. If you fail to provide the required information on time, you will be liable for any rent adjustment to subsection b. below from the effective date of the new lease or lease amendment.

- b. MHSA Eligible Residents renting COSR (Core Operating Subsidy Reserve) MHSA Housing Units shall pay the tenant portion of the rent. For MHSA Housing Units receiving a COSR, the tenant portion of the rent shall be set at thirty percent (30%) of the current SSI/SSP grant amount for a single individual living independently or thirty percent (30%) of the total household income, whichever is higher, and as adjusted for a utility allowance when paid by tenants.

For COSR MHSA Housing Units receiving Other Project-Based Operating or Rental Subsidies or Other Tenant-Based Rental Subsidies that subsidize the tenant portion of the rent to thirty percent (30%) of the tenant's actual income, the tenant portion of the rent shall be set at thirty percent (30%) & the tenant's actual income, as adjusted for a utility allowance when paid by the tenant for the time that the additional subsidy is available.

The COSR shall only be available in those months which a MHSA Eligible Resident occupies a COSR MHSA Housing Unit. The only exceptions shall be:

- i. COSR may continue for up to three (3) months when the MHSA Eligible Resident is in the hospital, an acute or long-term care facility, or other institutional setting, provided that the MHSA Eligible Resident is expected to return within the three-month period and the tenant portion of the rent is paid.
- ii. The COSR may continue for up to three (3) months following the date the MHSA Eligible Resident **vacates** the COSR MHSA Housing Unit when the MHSA Eligible Resident resided in the COSR MHSA Housing Unit with other household members who continue to occupy that Unit. Borrower shall ensure that three (3) months' notice is given to lessees who are not members of the MHSA Target Population and who continue to reside in the Unit after the MHSA Eligible Resident is no longer in residence, that the

COSR will be terminated, and that the rent amount will be adjusted to a market rate or the maximum allowable rent under the Development's other regulatory agreements, as well as the effective date of the rent increase. (iii) In addition to (i) and (ii) above, the COSR may continue for up to two (2) months upon vacancy of a COSR MHSA Housing Unit.

- c. If you qualify for and begin collection of benefits, including but not limited to SSI/SSP, you will pay back the rent that was chargeable to you but paid by COSR, FSP or other subsidies for the period in which you were occupying the housing unit listed above but had not yet qualified for benefits, in accordance with the MHSA COSR agreement section 10.b.
6. **Utilities:** We will pay for one phone line of basic service per household, internet for the household, water, garbage, sewage, propane and electricity.
7. **Use:** You shall use the premises only as your primary place of residence. You shall not cause or permit any illegal activity or use on the premises. The premises shall be occupied only by members of your household consisting of 1 adult(s). There will be 1 (one) additional roommate assigned to the room. You must inform us in writing and receive written approval from us prior to moving another person into the unit. A household member is a person who occupies the premises for over 21 consecutive days or for 60 days, whether or not consecutive, in any 12-month period. Any changes in the household composition under this lease will require written approval from us and will require either a new lease or lease amendment.
8. **Maintenance:** You shall keep the premises and all fixtures, accessories, and appliances in a clean, sanitary and safe condition. If you or your guests cause or permit damage to the premises, you shall be liable for the cost to repair the damage. Where damage or disrepair is not the responsibility of you or your guests, we will repair and maintain the premises, fixtures, accessories, and appliances in accordance with applicable state and local laws concerning the condition of premises and common areas.
9. **Remodeling and Alterations:** You shall not undertake any remodeling, redecoration, or alteration, including painting and wallpapering to the premises without receiving written permission.
10. **Rules:** You shall comply with the written rules we issue regarding use of the premises and common areas. We will provide a copy of the rules to you. Any amendment to the rules shall be in writing and effective 30 days after notice thereof to you. You shall not cause or permit on the premises or in common areas, excessive noise or any other activity which disturbs the peace and quiet of other residents or neighbors. You shall not cause or permit any activity constituting a nuisance on or about the premises or which adversely affects the health or safety of any person, nor shall you interfere with the management of the premises. By

initialing as provided you acknowledge receipt of a copy of such rules, a copy of which is attached to, and made a part of, this lease. _____(Initials)

11. **Sublease or Assignment:** You shall not sublease or assign this lease or any portion thereof. If you attempt to sublease or assign this lease, this lease shall be null and void and no right to occupy the premises shall arise from any attempted sublease or assignment.
12. **Entry and Inspection:** We or our agent may enter and inspect the premises on the first and third Thursday of every month after giving reasonable notice to you for:
 - a. Making necessary or agreed-upon repairs.
 - b. inspecting for compliance with the terms of this lease.
 - c. showing the premises to prospective lenders, purchasers, residents, contractors, repair workers or representatives from the program or local entity.
 - d. performing contracted pest control services.
 - e. conducting annual or any other inspections.

Twenty – four (24) hours or more shall be considered reasonable for the purpose of the entry and inspection. In addition, we or our agent may enter the premises without notice, if necessary, in an emergency such as fire or flooding or suspected illegal activity.
13. **Joint Responsibility:** You acknowledge that this lease is between us and each person executing this lease jointly and individually. In the event of default by anyone, each and every remaining person who executed the lease shall be responsible for payment of the total rent stated in Section 3 or amended by Section 4 and all other provisions of the lease.
14. **Hold Harmless and Waiver:** We do not provide insurance for your personal property. You agree to indemnify and hold us harmless and in no way accountable for any liability for personal injury or property damage caused or permitted by you or any other person on the premises with your consent except as may be caused by our negligence.
15. **Possession:** If we are unable to deliver possession of the premises at the time of this lease begins, we shall not be liable for any damage caused thereby, nor shall this lease be void or voidable, but you shall not be liable for rent until possession is delivered. You may terminate this lease by written notice to us if possession is not delivered within three days of the beginning of the term of this lease.
16. **Your Obligations:** You agree to:

- a. Comply with all obligations imposed upon you by applicable provisions of state and local building codes materially affecting health and safety.
- b. Keep the premises and such other areas as may be assigned for your exclusive use in a decent, clean, sanitary and safe condition, and the inside of the premises maintained according to the acceptable housekeeping standards.
- c. Dispose of all garbage, rubbish, and other waste from the premises in a sanitary and safe manner.
- d. Use only in a reasonable manner, and in a manner designed to conserve gas and electricity. Plumbing, sanitary, heating, ventilation, air conditioning, and other facilities and appliances.
- e. Promptly notify us of the need for repairs to the premises and known unsafe conditions in the common areas and grounds of the project which may lead to damage or injury.
- f. Refrain from and/or cause your household and guest(s) to refrain from destroying, defacing, or removing any part of the premises or project, including place contact paper, decals, or pain on the premises.
- g. Pay for the repairs or damages to the premises, project building, facilities, or common areas, which you or your household or guest(s) intentionally or negligently caused. Normal wear and tear accepted.
- h. Conduct and cause other persons who are on the premises with your consent to themselves in a manner which will not disturb neighbor's peaceful enjoyment of their accommodations and will be conducive to maintaining the project in a decent, safe, and sanitary condition.
- i. Refrain from illegal or other activity which impairs the physical or social environment of the premises.
- j. Park, and cause guest(s) to park, only in assigned parking areas, and not park in common driveways or lawn areas, and not block access to other resident's or emergency vehicles. Park off to the side of the driveway so other vehicles may pass.
- k. Comply with the written rules described in Section 10 above.

17. **Our Obligations:** We agree to:

- a. Comply with the requirements of applicable state and local building and housing codes and regulations materially affecting health and safety.

- b. Within reasonable time, make or require necessary repairs to the premises to keep them in a habitable condition.
- c. Keep project building, facilities, and common areas, not otherwise assigned to you for maintenance and upkeep, in a clean and safe condition.
- d. Maintain in good and safe working order and condition electrical, plumbing, sanitary, heating, ventilating and other facilities and appliances supplied or required to be supplied by us.

18. Termination and Eviction:

- a. You may terminate tenancy in the premises by 30 days written notice to us. If you do not give full 30 days' notice, you shall be liable for the rent up to the end of the 30 days for which notice was required or to the date the unit is re-rented, whichever comes first. You agree to vacate the premises no later than the expiration date of such notice, remove all personal property, and leave the premises clean and in good repair.
- b. We may terminate your tenancy in the premises if, after the recertification required by Section 4 of this lease, you are no longer income eligible for the premises in accordance with the Program Regulations. You shall vacate the premises no later than six months from such recertification. We will give you a notice of termination no later than 30 days prior to the effective date of termination.
- c. We may terminate this lease and if necessary, evict you if:
 - 1) You fail to move out of the premises on or before the effective date of termination given in the notice required in subsection b. above.
 - 2) You materially breach the terms of this lease. A material breach means:
 - i. nonpayment of rent or any other financial obligation under the lease after expiration of a 3-day pay or quit notice, or
 - ii. four or more late rent payments within any 12-month period received after fifth of the month, or
 - iii. failure to reimburse us within 30 days or other reasonable time agreed upon by you and us for repairs required to maintain the premises (Section 8. of the lease), or
 - iv. a breach resulting in damages to the premises or any other portion of the project, or
 - v. a breach which adversely affects the health, safety, or quiet enjoyment of any resident or visitor to the premises, or

vi. a breach which interferes with our responsibilities

- 3) You fail or refuse to provide the income information upon recertification required by Section 4 of the lease or intentionally provide false or incomplete information regarding income.
- 4) You fail to fulfill the obligation of this lease.
- 5) Abandonment of the Property: If Tenant abandons the Premises of any personal property during the term of this Lease, Landlord may at its option to enter the Premises by any legal means without liability to Tenant and may at the Landlord's option terminate the Lease. Abandonment is defined as absence of the Tenants from the Premises for at least 15 consecutive days without notice to the Landlord. If Tenant abandons the Premises while the rent is outstanding for more than 10 days and there is not reasonable evidence, other than the personal property, that the Tenant is occupying the unit, Landlord may at Landlord's option terminate the Lease Agreement and regain possession in the manner prescribed by law. Landlord will dispose of all abandoned personal property on the Premises in any manner allowed by law.

19. **Grievance and Appeal Procedure:** We have adopted in writing a procedure for the resolution of disputes arising out of this lease or your occupancy of the premises. The procedure establishes your right to a hearing on grievances related to your occupancy and appeal of any of our decisions regarding your occupancy, including notices of termination and eviction. By initialing as provided, you acknowledge receipt of such procedure upon occupancy. _____ **(Initials)**
20. **Waiver:** Our failure to insist upon the strict performance of the terms, covenants, agreements and conditions herein contained, or any of them, shall not constitute or be construed as a waiver or relinquishment of our right thereafter to enforce any such term, covenant, agreements, or condition, but the same shall continue in full force and effect.
21. **Additional Lease Provisions:** Additional provisions are incorporated and attached to this lease as Exhibit(s) _____. There are three attached to this lease.
22. **Acknowledgment:** As consideration for your continued fulfillment of the terms and conditions of this lease, we agree that you may, during the effective period of this lease, have and enjoy the use of the premises described above.

By signing below, the parties agree to the terms of this lease:

Management:

By: (Signature) _____

Date: _____

Tenant: (Print name)_____

By: (Signature)_____

Date: _____

Draft



Tuolumne County Homelessness Programs Referral

Name: _____

Date: _____

Location/Address: _____

Phone #: _____

Social Security #: _____

Date of Birth: _____

Income: \$ _____

Referred by: _____

- ☐ Chronically Homeless
- ☐ At risk of Homelessness/Eviction Pending
- ☐ Couch Surfing
- ☐ Unsafe Housing/Need Repairs
- ☐ Back Owed Rent/Utilities
- ☐ Pets
- ☐ Drug or Alcohol Dependent/Substance Abuse
- ☐ Mental Disability/Illness
- ☐ Physical Disability
- ☐ Working ☐ Looking for work ☐ Laid off work ☐ Unable to work
- ☐ In Danger
- ☐ Transportation Needed

Notes:

1. Do you have children under the age of 18? ☐ Yes ☐ No
Are you currently working with Child Welfare Services? ☐ Yes ☐ No
2. Do you have Family or Friends? ☐ Out of Area ☐ Out of State
3. Do you have a current case with Adult Protective Services? ☐ Yes ☐ No
4. What lead you to seek services?
5. What are your goals for the next 3 months?

**CLIENT INFORMED CONSENT & RELEASE OF INFORMATION
AUTHORIZATION FOR DATA COLLECTION**

_____ is a Partner Agency in the Homeless Management Information System (HMIS), a shared homeless and housing database system administered by the Central Sierra Continuum of Care

HMIS can improve the services and programs for homeless and low-income households by allowing authorized staff at Partner Agencies to share client information and to follow trends and service patterns over time. HMIS operates over the Internet and uses many security protections to ensure confidentiality.

Participation in the HMIS program is important to our community's ability to provide you with the best services and housing possible. As you receive services, information will be collected about you, the services provided to you, and the outcomes these services help you to achieve.

- Your name and other identifying information **will not** be shared with any agency not participating in the system, unless required to do so by law.
- Sensitive information such as diagnosis or treatment of mental health disorders, drug or alcohol disorders, HIV-AIDS, or domestic violence concerns, **will not** be shared.
- A list of Partner Agencies is available on request.
- Authorizing your information to be entered into the HMIS is required to receive homeless services.

Please indicate your consent by signing below:

Print Name of Client or Guardian

Signature Of Client Or Guardian

Date

Client Demographics

First	
Middle	
Last	
Suffix	☐ II ☐ III ☐ IV ☐ Jr. ☐ Sr.
Date Of Birth	
DOB Quality	☐ Full DOB Reported ☐ Approximate of partial DOB reported ☐ Client does not know ☐ Client refused
SSN Quality	☐ Full SSN reported ☐ Approximate or Full SSN reported ☐ Client does not know ☐ Client refused
Gender	☐ Female ☐ Male ☐ Trans Female (Male to Female) ☐ Trans Male (Female to Male) ☐ Gender non-conforming ☐ Client does not know ☐ Client refused
Ethnicity	☐ Hispanic or Latino ☐ Non -Hispanic or Non- Latino ☐ Client does not know ☐ Client refused
Race	☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ Native Hawaiian or Other Pacific Islander ☐ White ☐ Client does not know ☐ Client refused

Project information (Enter Project)

Date information was collected:	Project (SPDAT Coordinated Entry)	Project Status ☐ Active ☐ Completed ☐ Suspended ☐ Terminated ☐ Pending	Caseworker	Project Start	Project End

Releases

Release Date _____

Released to:

- ☐ ATCAA
☐ Calaveras County
☐ Sierra Hope
☐ Tuolumne County

- ☐ **Victory Village**
☐ **Mariposa County**
☐ **Coordinated Entry**
☐ **Berkeley Food and Housing Project**
☐ **Amador County**

SPDAT Survey Type: ☐ Adults, no children ☐ Family

Consent to Share information: *“I need your authorization to share the information you give me with one or more providers, including HHS eligibility workers, in order to match you with the services that best meet your needs. Do you authorize us to do so – to proceed with the intake and share your information with providers?”*

Has consented to Participate	☐ Yes ☐ No
Date Survey Started	
Responsible Agency	
Surveyor Name	
Survey Time	
Survey Location	
Data Collection Method	☐ Phone ☐ In person ☐ Representative ☐ Other _____
In what language do you feel best able to express yourself?	
If other, specify and explain why you are seeking housing in our CoC County.	
In what County or Counties are you seeking housing?	
Do you have transportation?	☐ Yes ☐ No ☐ Refused
Have you received housing assistance in the last year from any agency?	☐ Yes ☐ No ☐ Refused
If Yes, what agency did you receive assistance from?	

FAMILY

1. Number of people in household	
1a. Including yourself, how many adults, age 18 or over, are living with you?	
1b. How many children under the age of 18 are currently with you?	
1c. What is the age of the youngest child living with you?	
1d. How many children under the age of 18 are not currently with your family, but you have reason to believe they will be joining you when you get housed?	
1e. If household includes a female: Is any member of the household currently pregnant?	☐ Yes ☐ No ☐ Refused
1f. Are any adults in the household age 55 or older?	☐ Yes ☐ No ☐ Refused

2. Have you or any other adult in the household ever served in the US Military?	☐ Yes ☐ No ☐ Client doesn't know Client refused ☐
3. Has there been violence in your family, are you a survivor of domestic violence?	☐ Yes ☐ No
If yes, are you currently fleeing?	☐ Yes ☐ No
If Yes, are you safe now?	☐ Yes ☐ No
If Yes, are you safe now?	☐ Yes ☐ No
4. Have you, or other adults living with you, ever been in foster care?	☐ Yes ☐ No
What is the total combined monthly income for all members of the household.?	

A. HISTORY OF HOUSING AND HOMELESSNESS

5. Where do you/your family sleep most frequently? (enter brief description)	
Homeless Status	Category ☐ 1 - Homeless ☐ 2 - At imminent risk of losing housing ☐ 3 - Homeless under other federal Statutes ☐ 4 - Fleeing domestic violence ☐ 5 - At risk of homelessness

Living Situation

Type of Residence at Entry	
Length of Stay in current Living Situation	
On the night before, did client stay on the streets, Emergency Shelter or Safe Haven	☐ Yes ☐ No ☐ Client doesn't know Client refused ☐
Approximate Date Homelessness Started	/ /
Number of times homeless in the past three years including today	☐ 1 ☐ 2 ☐ 3 ☐ 4 or more ☐ Client refused ☐ Client doesn't know
Total number of months homeless in the past three years	☐ 1 ☐ 2 ☐ 3 ☐ 4 or more ☐ Client refused ☐ Client doesn't know
Do you or anyone else in your household have a diagnosed physical or mental health condition that is disabling?	☐ Yes ☐ No

B. RISKS

8. In the past six months, how many times have you or anyone in your family...	
a) Received health care at an emergency department/room?	

c) Stay overnight in the hospital?	
d) How many times in the past 6 months have you used a crisis service for needs such as sexual assault, domestic violence, or mental health?	
9. Have you or anyone in your family been harmed or did harm since they've become homeless?	☐ Yes ☐ No
10. Have you or anyone in your family threatened to or tried to harm themselves or anyone else in the last year?	☐ Yes ☐ No
12. Does anybody force or trick you or anyone in your family to do things that you do not want to do?	☐ Yes ☐ No
14. Do you or others in your household owe anyone money, or do you have any reason to believe wages may be garnished?	☐ Yes ☐ No

A. SOCIALIZATION AND DAILY FUNCTIONING

17. Do you have a place to take care of basic needs like bathing, changing clothes, using restroom, getting food and clean water and other things like that?	☐ Yes ☐ No
Comments: 	

D. WELLNESS

19. Have you, or anyone else in your household, been diagnosed with a physical disability or chronic medical condition?	☐ Yes ☐ No
21. If there was space available in a program that specifically assists people that live with HIV or AIDS, would that be of interest to you or anyone in your family?	☐ Yes ☐ No
25. Does anyone in your household have a drug or alcohol issue that prevents them from securing and maintaining housing?	☐ Yes ☐ No

26. Has anyone in your household been diagnosed with:	
a) A mental health issue or concern?	☐ Yes ☐ No
b) A past head injury?	☐ Yes ☐ No
c) A learning disability, developmental disability, or other impairment?	☐ Yes ☐ No
27. Are you or another member of your household currently receiving or have ever received behavioral health services?	☐ Yes ☐ No
27a. If Yes, where?	
29. Are there any medications that a doctor said you or anyone in your family should be taking that, for whatever reason, they are not taking?	☐ Yes ☐ No
Comments:	

E. FAMILY UNIT

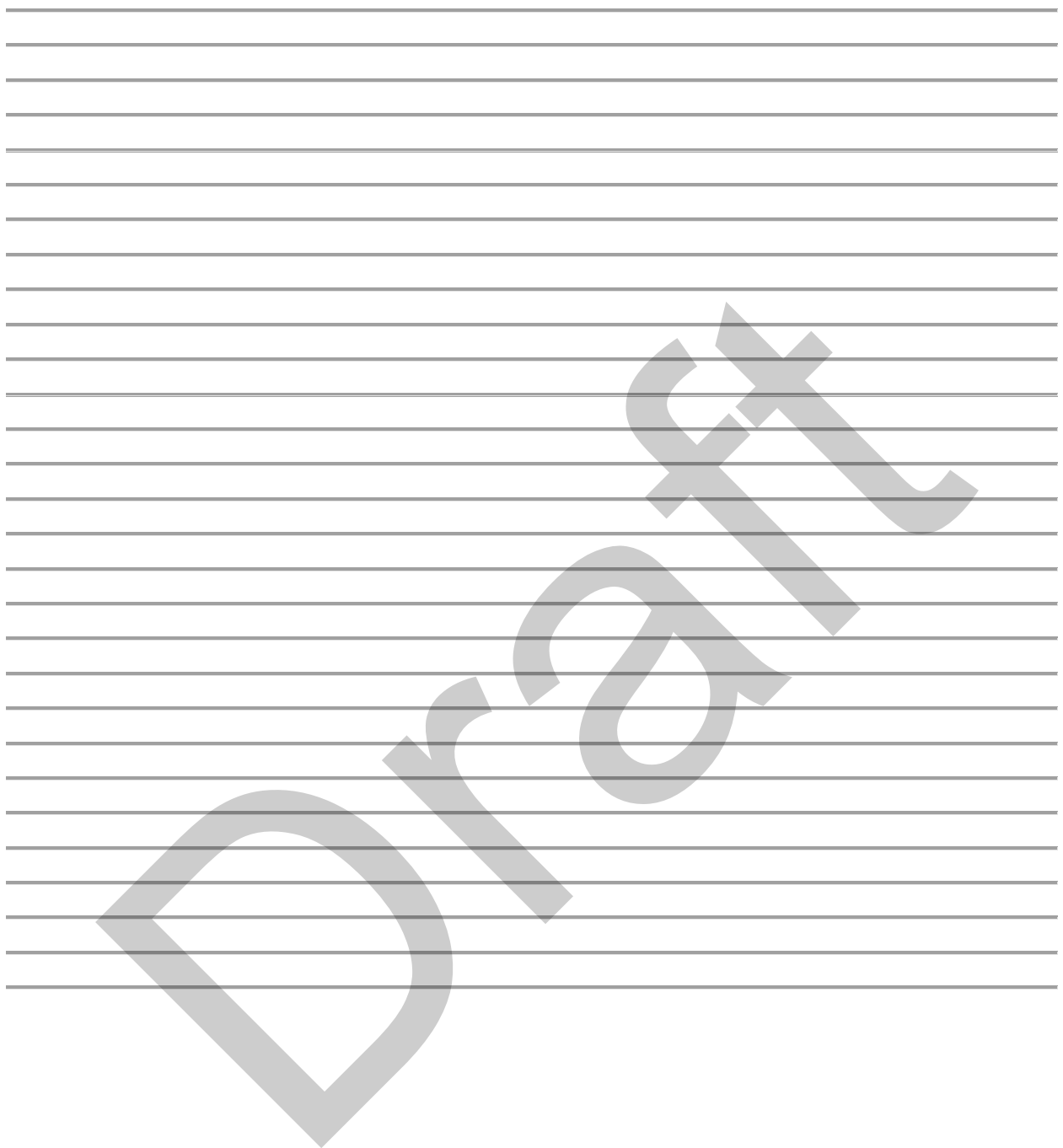
32. In the last 6 months, are there any children that have been removed from the family by a child protection service, or have lived with family or friends because of your homeless or housing situation?	☐ Yes ☐ No
35. Has any child in the family experienced abuse or trauma in the last 180 days?	☐ Yes ☐ No
35a. If YES, what services have been received for the child's trauma?	
38. Do you anticipate any other adults or children coming to live with you within the first 180 days of being housed?	☐ Yes ☐ No
Comments:	

SCORING AND ELIGIBILITY SUMMARY

PRE-SURVEY	
A. HISTORY OF HOUSING AND HOMELESSNESS	
B. RISKS	
C. SOCIALIZATION AND DAILY FUNCTIONING	
D. WELLNESS	
E. FAMILY UNIT	
Qualifying Status	
Veteran	
Disabled	
Number of Adults	
Number of Children	
Qualifying Household Income	
Chronic Homeless	
Potential Referrals based on Score and Eligibility	

On a regular day, where is it easiest to find you and what time of day is easiest to do so?	
Contact Place	
Contact Time	
Is there a phone number and/or email where someone can safely get in touch with you or leave you a message?	☐ Yes ☐ No
Contact Phone	
Contact Email	
Comments:	
If the survey is complete and ready to submit for assessment, change status to "submitted". Otherwise, you may leave status as "In Progress" and return later to complete and submit.	
Survey Status	
Date Survey Submitted	
Submitted By	

Additional Notes



Homelessness Advocacy & Outreach Program Case Plan

Tuolumne County Health & Human Services

Participant name: _____

Date: _____

☐ Initial Plan ☐ Revision: _____

Participant Strengths:

-
-
-
-
-

Safety & Harm Reduction: Addressing ongoing safety issues where the participant is potentially at-risk or there is the risk of possible harm to others

Concern:

Goal:

Due Date: _____

Housing: Finding appropriate housing, addressing barriers and putting in place necessary supports to allow participants to maintain their housing

Concern:

Goal:

Due Date: _____

Physical Health: Taking care of physical health, dealing with acute and chronic health issues, dental care, medication management, keeping clean, and knowing how to keep feeling well

Concern:

Goal:

Due Date: _____

Mental Health: Managing symptoms, dealing with stress, addressing medication issues, and building a satisfying and meaningful life

Concern:

Goal:

Due Date: _____

Substance Use: Managing and addressing addictive behaviors, such as drug or alcohol misuse, or other addictions, such as gambling

Concern:

Goal:

Due Date: _____

Social, Spiritual & Cultural Connections: Developing or reconnecting to positive relationships

Concern:

Goal:

Due Date: _____

Financial, Legal & Identification: Working to resolve issues related to a participant's source of income, obtaining identification and addressing other legal matters

Concern:

Goal:

Due Date: _____

Life Skills: Strengthening skills to live more independently, or look after dependents — access to food resources or clothing, shopping and cooking, parenting skills, housekeeping, and managing money

Concern:

Goal:

Due Date: _____

Training & Employment: Considering opportunities for personal capacity building through education, training, employment or volunteer work

Concern:

Goal:

Due Date: _____

Acknowledgement and Signature

In signing this plan, I acknowledge that I participated in the case plan development and agree to the plan. I will participate in the activities and services and make progress toward the agreed upon goals. I understand and acknowledge that my participation is required to receive services, including housing, under the Housing & Disability Advocacy Program.

Participant: _____ Date: _____

Case Manager: _____ Date: _____



TUOLUMNE COUNTY HOMELESS SERVICES

Engaging the unsheltered on a path to permanent housing

Homeless Housing Strategic Plan

Appendices

HOUSING FIRST



WHAT IS “HOUSING FIRST”?

Housing First is an approach to serving people experiencing homelessness that recognizes a homeless person must first be able to access a decent, safe place to live, that does not limit length of stay (permanent housing), before stabilizing, improving health, reducing harmful behaviors, or increasing income. Under the Housing First approach, anyone experiencing homelessness should be connected to a permanent home as quickly as possible, and programs should remove barriers to accessing the housing, like requirements for sobriety or absence of criminal history. It is based on the “hierarchy of need:” people must access basic necessities—like a safe place to live and food to eat—before being able to achieve quality of life or pursue personal goals. Finally, Housing First values choice not only in where to live, but whether to participate in services. For this reason, tenants are not required to participate in services to access or retain housing.

WHAT TYPE OF HOUSING IS CONSIDERED “HOUSING FIRST”?

Programs using Housing First generally fall into two categories:

- Supportive housing, which is an apartment made affordable through long-term rental assistance, paired with intensive services promoting housing stability.
- Rapid re-housing, which connects a family or individual to an apartment affordable through short-to medium-term rental assistance, along with moderate services designed to allow that household to increase their income sufficiently to be able to afford the apartment over the long-term.

While Housing First recognizes housing is a necessary precursor to treatment, Housing First does not mean “housing only.” On the contrary, Housing First acknowledges social services and care coordination are necessary elements of housing stability and quality of life.

CORE COMPONENTS OF HOUSING FIRST UNDER CALIFORNIA LAW

In 2016, the California Legislature passed Senate Bill 1380 (Mitchell). It required all housing programs to adopt the Housing First model.¹ The Legislation defined Housing First with these “core components”:

- Tenant screening and selection practices promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
- Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of “housing readiness.”

¹ Codified as California Welfare & Institutions Code § 8255.

- Housing providers accept referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
- Supportive services emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
- Participation in services or program compliance is not a condition of housing tenancy.
- Tenants have a lease and all the rights and responsibilities of tenancy.
- The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
- Funding promotes tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than "first-come-first-serve," including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services.
- Case managers and service coordinators are trained in and actively employ evidence-based practices for engagement, including motivational interviewing and client-centered counseling.
- Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.
- The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.

EVIDENCE BASIS

The federal and State government recognize Housing First as an evidence-based practice. In fact, a settled and growing body of evidence demonstrates—

- Tenants accessing Housing First programs are able to move into housing faster than programs offering a more traditional approach.²
- Tenants using Housing First programs stay housed longer and more stably than other programs.³
- Over 90% of tenants accessing Housing First programs are able to retain housing stability.⁴
- In general, tenants using Housing First programs access services more often, have a greater sense of choice and autonomy, and are far less costly to public systems than tenants of other programs.⁵

² Gulcur, L., Stefancic, A., Shinn, M., Tsemberis, S., & Fishcer, S. Housing, Hospitalization, and Cost Outcomes for Homeless Individuals with Psychiatric Disabilities Participating in Continuum of Care and Housing First programs. 2003.

³ Tsemberis, S. & Eisenberg, R. Pathways to Housing: Supported Housing for Street-Dwelling Homeless Individuals with Psychiatric Disabilities. 2000.

⁴ Montgomery, A.E., Hill, L., Kane, V., & Culhane, D. Housing Chronically Homeless Veterans: Evaluating the Efficacy of a Housing First Approach to HUD-VASH. 2013.

⁵ Tsemberis, S., Gulcur, L., & Nakae, M. Housing First, Consumer Choice, and Harm Reduction for Homeless Individuals with a Dual Diagnosis. 2004; Perlman, J. & Parvensky, J. Denver Housing First Collaborative: Cost Benefit Analysis and Program Outcomes Report. 2006.



Overview

Thank you for attending the Shared Housing Training conducted by Impact Consulting Group, LLC. (Impact). We are grateful to have shared space with you for two days to discuss creative ways to address homelessness in your community. This Resource Guide provides useful resources as a follow-up to the information presented during our Shared Housing training. Please feel free to [contact Impact](#) if you are interested in learning more about additional ways we can help support your entity and community.

The initiatives, reports, tools, websites, publications and case studies provided in this document may not be the creation or property of Impact Consulting Group, LLC but are available for public consumption. Impact has researched and organized this information to help training attendees take the next step to potentially implement or expand shared housing in their communities.

In this Shared Housing Resource Guide, you will find:

1. A Summary of the Tips to Match Roommates to Units
2. Information and State Law for Work for Rent Arrangements
3. Shared Housing and Matching Resources
4. Data, Publications and Articles about Shared Housing
5. Fair Housing Resources
6. Sample Master and Tenant Leases and Roommate Agreement



Tips for the Roommate/Unit Match Process

1. Unit identified for shared housing. Grouping of potential matches to both the unit and each other is pulled. Info is shared with navigators and participants to see who is actually interested.
2. Unit becomes available that meets all the requirements and desires of the participant(s). Participants go to see the unit (or virtually see the unit) and complete an application if interested. Application is subsequently approved—move to #3.
3. A Meet and Greet with potential Housemates should be scheduled within 48 hours of getting a thumbs up or a potential thumbs up from the landlord. The purpose of the Meet and Greet is to determine if matched Housemates are in fact compatible based on their personal choice. See Questions to help with meet and greet below. All questions should be given in the same manner and each interaction timed to five to ten mins max—before switching. There needs to be a scorecard given so that each person can track their answers for each person he/she met with. And refer back to who seemed to be the best fit(s).
4. If the participants determine that they are not compatible as Housemates please contact **Shared Housing Team** to make aware that the match was unsuccessful so that another participant can be identified.
5. Once a match is made—and before lease is signed—participants must complete an agreed upon set of house rules/expectations.
6. After the house expectations are agreed upon—let people have a 24-hour final think through process. This time should be spent looking through all the documentation—the scorecards, the house agreement, etc.—and make sure this is the right decision. At the end of that period—have each housemate sign a disclosure that states they have selected X as a roommate and have decided to move forward with the lease signing.
7. Once the match finalized, move forward submitting all applicable documents to the landlord.
8. This would also be a good time to identify the participants assigned Stabilizer and loop them in moving forward.

Possible Questions for Speed Dating

1. What are the absolute NO's when selecting a Housemate?
2. What characteristics are you looking for in a Housemate?
3. Do you regularly entertain house guests? Overnight?
4. What are your standards for a clean home?
5. How do you typically resolve disagreements?
6. Do you prefer a quiet home or an active home (guests, music, parties, TV, and lights on all night, etc.)



7. How do you feel about people borrowing your things?
8. When do you think bills should be paid? (On the due date? During the grace period? Before 30 days?)
9. Suppose your Housemate or their guest ate your food? What would you say/how would you feel?
10. Suppose your Housemate or their guest used your bathroom? What would you say/how would you feel?

Participants must establish an agreed upon set of house rules/expectations:

- Who cleans up what and when? (Daily cleaning schedule)
- Guests (especially overnight) What is those guests are kids? Girlfriend? Someone you don't like?
- Meals (Kitchen Hours)—food split/food share?
- Boundaries (Using or eating items without permission)
- Noise tolerance (TV on all night, music, parties, phone calls)
- Bills—whose name; how and when to pay? Is there a split—I pay this and you pay that?
- Pets—have them or not? Who is expected to take care of the pet if someone doesn't come home?
- What to do with your things if you don't ever return? Who do I call?
- Visiting hours
- Smoking/drugs



Work for Rent

If you are an employee working for someone in CA, that employer is required to pay you as an employee, which includes taking out the standard mandatory deductions and paying that money, plus in some cases an employer matching amount, to the relevant government authorities. While it is legal to pay an employee PARTIALLY with room and board, it is not lawful to make that payment in full. The Wage Order applicable to your work is [Wage Order 5](#).

The Wage Order requires that you be paid the minimum wage for all work performed, plus overtime when you work more than 8 hours in a workday or 40 hours in a workweek. The employer is allowed to pay you IN PART by giving you room and board if there is an agreement between you and the employer to that effect.

Take a look at Section 10 of the Wage Order. It provides a table of how much offset the employer is allowed against the minimum wage. To figure out how much you should have earned in addition to your room and board, take the total sum of money you should have earned at the minimum wage and subtract the room and board values that the employer is allowed to apply. The remaining balance is the money you should have been paid above and beyond getting a place to stay.

The employer was required to withhold taxes and other withholdings based on your total earnings before the room and board offsets were applied.

You may well have a claim for substantially more income. You should locate and consult with an experienced employment law attorney as soon as possible to explore your facts and determine your options. I would suggest you look either on this site in the Find a Lawyer section, or go to www.cela.org, the home page for the California Employment Lawyers Association, an organization whose members are dedicated to the representation of employees against their employers.

Please view the following page for additional resources and templates related to work for rent.

Website Links

Shared Housing and Matching Resources

- [Roommate Matching Best Practices \(StarRez\)](#)
- [The Perfect Match \(RoomSync\)](#)
- [A Room of Your Own Matching Tool \(AROYO by LAFH\)](#)
- [Shared Housing, Inc. Resources](#)

Data, Publications and Articles

- [National Low Income Housing Coalition](#)
- [Research Report on Master Leasing in Los Angeles \(Urban Institute\)](#)
- ["52% of young adults in the US are living with their parents"\(CNN\)](#)
- ["Share of Adults Living with Roommates Higher than Ever Before" \(Zillow\)](#)
- ["Is co-living the new Craigslist?" \(CNBC\)](#)
- [CBRE - Multifamily Innovation Watch \(CBRE\)](#)
- ["Shared Housing: Challenges, Best Practices, and Outcomes" \(Homelessness Policy Research Institute\)](#)

Fair Housing Resources and Sample Leases & Roommate Agreements

- [California Sample Roommate Agreement \(eforms.com\)](#)
- [Sample Master Lease Agreement](#)
- [Sample Tenant Leases for California \(RentLeaseAgreements.com\)](#)
- [Information and Resources to Address Housing Discrimination in California](#)
- [HUD Fair Housing Resources for California](#)
- Work for Rent Information
 - [Beware of Working for your Landlord Instead of Paying Rent \(LawNY\)](#)
 - [Should You Barter with Your Tenants for Rent Reductions? \(MassLandlords.net\)](#)
 - [Homesharing Exchange - A Room for Services \(interconnections.org\)](#)
 - [Barter Agreement Template](#)
 - [Offering Housing in Exchange for Childcare](#)
 - [California Wage Order 5](#)



Contact Information for Training Presenters

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Homelessness is THE humanitarian crisis of our time. Despite significant investments by the state and local governments, California lacks a comprehensive plan to address it effectively and equitably. The current approach to helping those who are unhoused is fragmented and lacks clear lines of responsibility, accountability and sustainability. This must change.

To make meaningful progress in helping those who are unhoused, the California State Association of Counties (CSAC) offers the 'AT HOME' Plan. Counties are determined to work with our federal, state and local partners, and in partnership with the Governor and the Legislature, to implement this comprehensive plan to help those who are unhoused or at risk of becoming unhoused in our communities.

A CCOUNTABILITY



Clear responsibilities aligned to authority, resources, and flexibility for all levels of government

No one level of government is solely responsible for the homelessness crisis. We need to develop a comprehensive and coordinated plan that includes all levels of government. The undertow of massive economic and systemic inequities, as well as a tangled web of decisions made by well-intentioned policies and programs built over decades, continues to stymie efforts to support those who are unhoused or at risk of becoming unhoused.

- Clearly define city and county roles for siting and supporting shelters, siting permanent supportive housing, encampment outreach, and encampment clean-up.
- Commit ongoing funding – one-time funding is neither sustainable nor conducive to maintaining programs.
- Work with the state and cities from start to finish, require the submission of countywide or regional plans with established, clear goals and responsibilities.
- Allocate funding commensurate with the responsibilities each entity has within the plan and provide for maximum local flexibility to be used in accordance with established goals and outcomes.

T RANSPARENCY



Integrate and expand data to improve program effectiveness

Current data systems and data sharing do not support an integrated case management approach to helping those who are unhoused or at risk of becoming unhoused.

- Integrate and expand data systems to enhance transparency and allow for data-driven decision making.
- Enhance existing health, social services and state and local criminal justice data systems to provide more robust data on the immediate and long-term needs of individuals and better manage institutional discharges.

H OUSING



Increase and maintain housing units across the spectrum

There is a significant shortage of housing in California, especially affordable housing to support aged, disabled and very low-income residents.

- Increase resources needed to acquire, build and operate housing solutions across the full housing continuum, especially permanent supportive housing for individuals with complex needs.
- Increase flexibility and streamlining to generate more affordable housing projects.
- Create flexible housing subsidies and modify federal Housing Choice Vouchers to help more individuals utilize rental assistance to maintain housing.

O UTREACH



Develop sustainable outreach systems and increase workforce to support these systems

There is a significant shortage of Health and Human Services (HHS) workers to manage the programs and services that assist with addressing homelessness in California. In addition to identifying ways to support and build this workforce, new classifications that leverage lived experience and support housing navigation are also needed. To further strengthen and stabilize this system, federal funding should be obtained for many of these critical activities.

- Recruit, train and retain a robust HHS workforce and consider new certifications for workers in housing and other fields.
- Leverage additional federal funding for outreach and rapid response.
- Expand training and quality improvement incentives for law enforcement and probation responding to unhoused individuals.

M ITIGATION



Strengthen safety net programs

Counties run or administer most health and human services programs on behalf of the state. These programs serve as the safety net in California, and we must strengthen these programs to prevent individuals from becoming homeless.

- Provide adequate funding for county administration of safety net programs to ensure eligible individuals can be enrolled and receive the services they need timely.
- Increase the availability of and access to programs and services that provide screening, treatment, and recovery services for substance use disorder.
- Increase flexibility for county behavioral health funding to maximize federal Medi-Cal funds and expand the reach of county behavioral health investments for the unsheltered population.

E CONOMIC OPPORTUNITY



Create employment and education pathways, as well as supports for basic needs

Specialized education and career programs and services are needed to support the economic opportunity and long-term self-sufficiency of those who are formerly homeless or at risk of experiencing homelessness, including justice-involved individuals, veterans, older Californians, and former foster youth.

- Update local workforce development and investment boards to address employment for unhoused populations and work with California Community Colleges to develop programs that support the formerly unhoused.
- Increase accessible programs for justice-involved individuals to receive training and overcome employment barriers.
- Continue and expand efforts to assist more qualifying aged, blind, and disabled persons to obtain SSI/SSP benefits and expand subsidized housing placements for these populations.