



VENTURA COUNTY
**CONTINUUM OF
CARE ALLIANCE**

ENDING HOMELESSNESS
IN VENTURA COUNTY

Meeting Agenda
Continuum of Care (CoC) Board
Wednesday, June 11, 2025
2:00 – 3:30pm
Ventura County Office of Education
Administrative Services Center – Simi Room
5189 Verdugo Way, Camarillo

Zoom Meeting ID: 161 663 1166
<https://www.zoomgov.com/j/1616631166>

1. Call to Order
2. Board Comments
3. CoC Staff Comments
4. Public Comments: An opportunity for the public to participate in public meetings by addressing the Ventura County Continuum of Care Board in connection with one or more agenda or non-agenda items. Public comment is limited to 3 minutes per person during the opening part of the meeting and per item. The time allotment can be increased or decreased by the Chair depending on the number of speakers. This meeting is subject to the Brown Act and public comments may be submitted by using one of the following options:

Email in advance of the meeting: If you wish to make a written public comment, the comment must be submitted via email no later than 4:30pm on the day prior to the Board meeting. Send emails to: venturacoc@ventura.org Please indicate the agenda item you would like to speak on if relevant and whether you would like your message read by staff or if you will be participating in person.

During the meeting: Participants attending online may use the chat function in zoom to indicate they would like to make a comment. Participants attending in-person can complete a public comment card indicating which item they would like to comment on and submit to the Board Chair. Staff will call on participants during the public comment section of the meeting or during specific items following staff presentation of the item.

Continuum of Care Governance Board Business

5. Approval of Board Minutes from May 14, 2025.
6. Receive and file a report on the FY24 U.S. Housing and Urban Development (HUD) Continuum of Care Program Competition Debriefing. *(Presenter: Jenn Harkey)*
7. Review and Select One (1) Permanent Supportive Housing Project to be included in the FY25 U.S. Housing and Urban Development (HUD) CoC Builds Notice of Funding Opportunity (NOFO) and Authorize VC CoC staff to submit the HUD CoC Builds Application by June 26, 2025. *(Presenter: Jenn Harkey)*
8. Approval to Reallocate Youth Set-Aside Grant Funding for Interim Sheltering in the Homeless Housing Assistance and Prevention (HHAP) Program Round 3 to a New Subrecipient. *(Presenter: Felipe Flores)*

9. Approval to Reallocate Youth Set-Aside Grant Funding in the Homeless Housing Assistance and Prevention (HHAP) Program Round 2 and Authorize Ventura County CoC Staff to Release a Request for Proposals (RFP) for a New Subrecipient. *(Presenter: Alicia Morales-McKinney)*
10. Authorization to release a Request for Proposals (RFP) to contract with an independent consultant for a full Coordinated Entry System (CES) evaluation and Approve up to \$30,000 in Homeless Housing, Assistance and Prevention (HHAP) Program Grant Administration Funding for the consultant contract for a one-year term. *(Presenter: Jenn Harkey)*



**Meeting Minutes
Continuum of Care (CoC) Board
Wednesday, May 14, 2025
2:00 – 3:30pm
Ventura County Office of Education
Administrative Services Center – Simi Room
5189 Verdugo Way, Camarillo**

1. **Call to Order:** Dawn Dyer, Board Chair, called the meeting to order at 2:02pm
Board Members: Dawn Dyer, Paul Drevenstedt, Julianna Gallardo, Jack Edelstein, Jeff Lambert, Carrie Sabatini, Mara Malch, Michael Skinner, Dr. Sevet Johnson
Absent: Ingrid Hardy, Pauline Preciado, Stefany Gonzalez, Manuel Minjares
CoC Staff: Jennifer Harkey, Alicia Morales, Felipe Flores, Morgan Saveliff
2. **Board Comments:** Julianna Gallardo shared that People's Self Help Housing (PSSH) will begin accepting pre-applications for Cypress Place Phase I in Oxnard on June 3rd, 2025. Julianna explained that the property will have a total of 90 units, 43 of which will be for farmworkers. Applications can be found on the PSSH website pshhc.org. Jeff Lambert shared that HACSB has received the first Certificate of Occupancy (CoFo) for Valentine Rd. and expect to have a total of 64 units with CoFo by the end of the month. Dawn encouraged the Board to review the federal FY 2026 discretionary budget recommendations and to consider potential impacts on local programs and the community we serve.
3. **CoC Staff Comments:** Jenn Harkey expressed concern regarding limited communication from HUD as staff capacity is reduced. Jenn shared that CoC staff have received the HUD CoC award letter but are still pending HUD CoC agreements. Jenn shared that the first HUD CoC agreement is supposed to start June 1st, 2025 and to expect delays. Jenn further shared that VCBH has been awarded \$93.7 million for local supports of expanding behavioral health and rehabilitation services and in-patient treatment options. Alicia Morales-McKinney shared that the Veteran One Team is bringing back the Veteran Stand Down which will be held on August 1st from 9am-3pm. A pre-Stand Down court session will be held on June 17th for Veterans clearing outstanding court balances and misdemeanors.
4. **Public Comments:** None.

Continuum of Care Governance Board Business

5. **Approval of Board Minutes from April 9, 2025.**
Jeff Lambert moved to approve; Jack Edelstein was second; Mara Malch and Dawn Dyer abstained; the balance of the Board was in favor.
6. **Receive and File the Ventura County Homeless Management Information System and Pathways to Home Coordinated Entry System (VC HMIS/PTH CES) Report.**
Chris Russel provided a report out to the Board on the HMIS Pathways to Home and Coordinated Entry System. Chris shared that the HMIS team has implemented additional training for users and continues to work toward process improvement. Chris shared that so far this year, a total of 3395 referrals have been sent through the HMIS system, and 249 clients have been matched with housing opportunities, 130 of which were permanent supportive housing placements. Chris shared that the current time frame from referral to housed is 90 days. The full report can be found on the CoC Website. Board members inquired

about specifics regarding the process for clients to get matched to housing opportunities. Chris explained that providers first submit documentation for their client to be placed on the prioritization list, the client is then matched to a housing unit based on eligibility, and the referral is then sent to the housing provider. Board members also inquired regarding VAT scores and how clients are selected to be matched to a unit. Chris and CoC staff explained that the prioritization policy reviews several factors when looking at housing placements including severity of need, length of time homeless, and barriers to housing. Kimberlee Albers (Homelessness Solutions Director) further mentioned the possibility of bringing in an independent evaluation of the CES/HMIS system. Board members thanked Chris for the report out and thanked the CES/HMIS team for their work and dedication in serving those most vulnerable.

7. Approval to Reallocate Youth Set-Aside Grant Funding in the Homeless Housing Assistance and Prevention (HHAP) Program Round 3 and Authorize Ventura County CoC Staff to Release a Request for Proposals (RFP) for a New Subrecipient.

CoC staff requested Board approval to reallocate HHAP 3 youth set-aside grant funding and to open an RFP for a new subrecipient. CoC staff shared that CSUCI and Oxnard college were the original subrecipients of the funds, however, due to delayed reporting and minimal expenditures, CoC staff is recommending re-allocation of up to \$425,000 in TAY HHAP-3 funding to another service provider. CoC staff explained failure to expend funds were due to various factors and that both partners are in good standing and are encouraged to apply for funding in the future. CoC staff shared that this RFP would be limited to HHAP recipients only due to tight expenditures deadlines. The funds are limited only for Youth Set-Aside but can be used for all eligible use categories. CoC staff shared that the RFP would be released on May 15th and staff would return to the CoC Board on July 9th to present Data Committee recommendations.

Jeff Lambert moved to approve; Dr. Johnson was second; Mara Malch abstained; the balance of the Board was in favor.

8. Approval of the 2025 Ventura County Homeless Count Volunteer Survey

Alicia Morales shared that the CoC team worked together with the VC CoC Housing and Services Committee to develop the 2025 Ventura County Homeless Count Volunteer Survey. Alicia reviewed the survey with the Board and shared that the purpose of the survey is to collect input on various key areas of the Point in Time Count such as training effectiveness, experience with the mobile application, coordination and communication with city leads, and overall feedback and suggestions for improvement.

Michael Skinner moved to approve; Paul Drenstedt was second; all in favor.

9. Approval of the State Homeless Housing Assistance and Prevention (HHAP) Program Round 6 Timeline with Authorization to apply for HHAP Round 6 and authorize CoC Board Chair to execute a Memorandum of Understanding between the County of Ventura and Ventura County Continuum of Care which will include the updated Regionally Coordinated Homelessness Action Plan.

Jenn Harkey shared that in preparation of applying for HHAP 6 funding, CoC staff has been holding stakeholder engagement sessions to develop a gaps and needs analysis. Jenn shared that the HHAP 6 application is due in August and CoC staff will be returning to the Board to review the analysis before submitting the application. Jenn also shared that with the cuts to federal funding, there will be anticipated needs around permanent housing subsidies and operating expenses. CoC staff shared that HHAP round 6 is for around 6.5 million and reflects the state's priorities for permanent housing solutions including supportive housing, homeless prevention, rapid re-housing, or supportive services for housing retention. Jenn lastly shared that the MOU and Regionally Coordinated Homelessness Action plan were approved during HHAP round 5 and CoC staff will be working on updating both for

the HHAP 6 application.

Alicia Morales-McKinney reviewed the HHAP 6 NOFO and requirements with the Board. Alicia shared that the application includes a detailed housing analysis and a county-wide encampment resolution plan. The full NOFO can be found on the CoC website. Alicia reiterated that the state priority is housing, and we would need to show that we have enough housing in our community to be able to apply for interim housing solutions. Alicia further shared that if we do choose to apply for interim housing, we would need to create a housing portfolio showing all operational costs and capital for all affordable housing in the community, even those not within the CoC. Alicia shared the proposed HHAP 6 timeline with the Board and explained that the RFP would be released in fall 2025 after the submission of the application to HCD to allow time for a detailed analysis on gaps and needs in the community.

CoC Board members discussed the HHAP 6 priorities and stated that we do not have enough housing in our community and advised not to apply for interim housing solutions.

Jeff Lambert moved to approve; Michael Skinner was second; all in favor.

Additional items not on the agenda: none.

Next meeting set for June 11th, 2025

Meeting adjourned at 3:23pm

June 11, 2025

VC CoC Governance Board

SUBJECT: Receive and file a report on the FY24 U.S. Housing and Urban Development (HUD) Continuum of Care Program Competition Debriefing

BACKGROUND: On January 14, 2025, HUD announced the funding awards for the FY24 Continuum of Care Program. The Ventura County Continuum of Care (VC CoC) was successful in the award of all renewal projects submitted in the FY24 competition. HUD sent the attached debriefing scores on May 13, 2025 for review.

DISCUSSION: The Ventura County CoC's overall score in FY24 competition was 172. The median score for all CoCs was 151.5 out of 200 possible points. Our overall system performance for federal fiscal year 2023-24 was an area of concern as the number of first-time homeless households and the length of time homeless has increased. The points available for system performance through HUD scoring has gradually increased over the past few years which places more emphasis on positive outcomes.

Areas for improvement as indicated by the Continuum of care Program Competition Debriefing provided by HUD include the following:

- **Bed coverage rate in HMIS:** VC CoC did not meet the goal of having 85% or more emergency shelter, transitional housing and supportive housing programs utilizing the HMIS system. These are non-CoC grant funded programs. VC CoC lost 1 point;
- **System Performance** (Lost 17 points out of 60)
 - **First Time Homeless:** the VC CoC Board has prioritized homeless prevention and diversion strategies in 2024-25 (scored 1 out of 3 points);
 - **Length of Time Homeless:** the VC CoC needs more housing resources to effectively reduce the length of time people are experiencing homelessness (scored 0 out of 13);
 - **Placements in Permanent Housing:** the VC CoC increased exits to permanent housing destinations (scored 13 out of 13 points);
 - **Returns to Homelessness:** the VC CoC had a lower rate of returns to homelessness in 2023-24; the VC CoC Board prioritized supportive services and peer support in 2023-24 (scored 8 out of 8 points);
 - **Job and Income Growth**—the VC CoC has been working to improve access to employment and non-employment income by leveraging resources for benefits and employment services (scored 1 out of 3 points)

The VC CoC scored well in the areas of coordination and engagement with federal, state, local, private, and other organizations, as well as improved the scoring for coordination with housing and healthcare from the prior year. The expansion of partnerships with CalAIM partners, Domestic Violence organizations, and Criminal Justice system partners has improved the overall coordination of services across Ventura County.

VC CoC Staff continue to strive for improved HMIS system utilization with non-CoC grant funded programs. Most recently, the State Homeless, Housing Assistance and Prevention (HHAP) Program has

supported the expansion of new programs with local jurisdictions to onboard with HMIS. Additionally, the VC CoC Data Committee has been reviewing quarterly system performance reporting from HMIS to determine areas for improvement. Here are some of the upcoming grant funded programs that will make a positive impact on system performance:

- New Homelessness Prevention programs through the County of Ventura Human Services Agency and United Way of Ventura County;
- Expansion of countywide Rapid Rehousing through several homeless service providers to offer security deposits, rental assistance, and landlord incentives;
- New State Homekey permanent supportive housing units for chronically homeless households and transitional housing units for unhoused transitional age youth.

CoC: CA-611 - Oxnard, San Buenaventura/Ventura County CoC

This document summarizes the scores HUD awarded to the Continuum of Care (CoC) Application your CoC submitted during the Fiscal Year (FY) 2024 and FY 2025 CoC Program Competition and is divided into three sections:

1. **Select CoC Application Questions;**
2. **CoC Scoring Summary**—on the five sections of the application; and
3. **Overall Scores for all CoCs**—including highest and lowest scores.

We organized sections 1 and 2 like the CoC Application. We included FY 2024 and FY 2025 CoC Program Notice of Funding Opportunity (NOFO) references in the CoC Application so that you could reference the question to the NOFO, where applicable.

1. Select CoC Application Questions

CoC Application Question	NOFO Section	Maximum Points Available	Points Your CoC Application Received
1C & 1D. Coordination and Engagement—Coordination with Federal, State, Local, Private, and Other Organizations			
1C-5. Addressing Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking—Collaboration with Federally Funded Programs and Victim Service Providers.	V.B.1.e.	5	3.5
1C-5a. Collaborating with Federally Funded Programs and Victim Service Providers to Address Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			
1C-5b. Implemented Safety Planning, Confidentiality Protocols in Your CoC's Coordinated Entry to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			

1C-5c. Coordinated Annual Training on Best Practices to Address the Needs of Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			
1C-5d. Implemented VAWA-Required Written Emergency Transfer Plan Policies and Procedures for Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			
1C-5e. Facilitating Safe Access to Housing and Services for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			
1C-5f. Identifying and Removing Barriers for Survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking.			
1D-3. Street Outreach–Data–Reaching People Least Likely to Request Assistance.	V.B.1.j.		
System Performance Measure Data – Measure 7a (from HDX 2.0)		1	0
Written response to Question 1D-3		2	2
1D-5. Rapid Rehousing–RRH Beds as Reported in the Housing Inventory Count (HIC) or Longitudinal Data from HMIS.	V.B.1.l.	9	9
1D-7. Partnerships with Public Health Agencies–Collaborating to Respond to and Prevent Spread of Infectious Diseases.	V.B.1.n.	5	5
1D-7a. Collaboration With Public Health Agencies on Infectious Diseases.			
1D-8. Coordinated Entry Standard Processes.	V.B.1.o.	6	6
1D-8a. Coordinated Entry–Program Participant-Centered Approach.			
1D-8b. Coordinated Entry–Informing Program Participants about Their Rights and Remedies–Reporting Violations.			
1D-10. Involving Individuals with Lived Experience of Homelessness in Service Delivery and Decisionmaking–CoC’s Outreach Efforts.	V.B.1.q.	5	3

1D-10a. Active CoC Participation of Individuals with Lived Experience of Homelessness.				
1D-10b. Professional Development and Employment Opportunities for Individuals with Lived Experience of Homelessness.				
1D-10c. Routinely Gathering Feedback and Addressing Challenges of Individuals with Lived Experience of Homelessness.				
1E. Project Review, Ranking, and Selection				
1E-2.	Project Review and Ranking Process Your CoC Used in Its Local Competition.	V.B.2.a., 2.b., 2.c., and 2.d.	18	18
1E-2a.	Scored Project Forms for One Project from Your CoC’s Local Competition.			
1E-2b.	Addressing Severe Barriers in the Local Project Review and Ranking Process.			
2A. Homeless Management Information System (HMIS) Bed Coverage				
2A-5.	Bed Coverage Rate–Using HIC, HMIS Data.	V.B.3.c.	4	3
2A-6.	Longitudinal System Analysis (LSA) Submission in HDX 2.0.	V.B.3.d.	2	2
2C. System Performance				
2C-1.	Reduction in the Number of First Time Homeless–Risk Factors Your CoC Uses.	V.B.5.b.		
System Performance Measure Data – Measure 5 (from HDX 2.0)			1	1
Written response to Question 2C-1			2	0

2C-2. Length of Time Homeless–CoC’s Strategy to Reduce.	V.B.5.c.		
System Performance Measure Data – Measure 1 (from HDX 2.0)		8	0
Written response to Question 2C-2		5	0
2C-3. Exits to Permanent Housing Destinations/Retention of Permanent Housing–CoC’s Strategy.	V.B.5.d.		
System Performance Measure Data – Measure 7b.1 (from HDX 2.0)		6	6
System Performance Measure Data – Measure 7b.2 (from HDX 2.0)		3	3
Written response to Question 2C-3		4	4
2C-4. Returns to Homelessness–CoC’s Strategy to Reduce Rate.	V.B.5.e.		
System Performance Measure Data – Measure 2 – 6 months (from HDX 2.0)		3	3
System Performance Measure Data – Measure 2 – 12 months (from HDX 2.0)		3	3
Written response to Question 2C-4		2	2
2C-5. Increasing Employment Cash Income–CoC's Strategy.	V.B.5.f.		
System Performance Measure Data – Measure 4 – employment and cash income for leavers (from HDX 2.0)		2	0
Written response to Question 2C-5		2	2
2C-5a. Increasing Non-employment Cash Income–CoC’s Strategy.			
System Performance Measure Data – Measure 4 – non-cash benefits for leavers (from HDX 2.0)		2	0
Written response to Question 2C-5a		1	1

3A. Coordination with Housing and Healthcare			
3A-1. New PH-PSH/PH-RRH Project–Leveraging Housing Resources.	V.B.6.b.	7	7
3A-2. New PH-PSH/PH-RRH Project–Leveraging Healthcare Resources.	V.B.6.b.	7	7

2. CoC Scoring Summary (from FY 2024 and FY 2025 CoC NOFO)

Scoring Category	Maximum Score (Points)	Your CoC Score (Points)
1B. Coordination and Engagement–Inclusive Structure and Participation	5	5
1C. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations	28	23.5
1D. Coordination and Engagement–Coordination with Federal, State, Local, Private, and Other Organizations–Continued	51	48
1E. Project Capacity, Review, and Ranking–Local Competition	28	25.5
2A. Homeless Management Information System (HMIS)–Implementation	9	8
2B. Point-in-Time (PIT) Count	5	5
2C. System Performance	60	43
3A. Coordination with Housing and Healthcare	14	14
Total CoC Application Score*	200	172

*The total does not include bonus scores.

3. Overall Scores for all CoCs

Highest Score for any CoC	185.5
Lowest Score for any CoC	54.5
Median Score for all CoCs	151.5

June 11, 2025

VC CoC Governance Board

SUBJECT: Review and Select One (1) Permanent Supportive Housing Project to be included in the FY25 U.S. Housing and Urban Development (HUD) CoC Builds Notice of Funding Opportunity (NOFO) and Authorize VC CoC staff to submit the HUD CoC Builds Application by June 26, 2025.

BACKGROUND: The U.S. Department of Housing and Urban Development (HUD) released a Notice of Funding Opportunity (NOFO) on May 16, 2025 for Continuums of Care (CoCs) to reduce the number of persons experiencing homelessness by adding new units of permanent supportive housing (PSH) through new construction, acquisition, or rehabilitation (capital costs) through one-time CoC Builds awards under the CoC Program.

The federal funding amount available nationwide is \$75,000,000 with up to \$6,000,000 available for Ventura County CoC to apply under the competitive grant process. HUD expects to make approximately 8 awards through this competitive NOFO. HUD is encouraging CoCs to leverage funds provided for construction, acquisition, or rehabilitation of new PSH units with other funding sources to maximize the amount of housing that can be directed to meeting the needs of individuals and families experiencing homelessness. PSH is permanent housing in which supportive services are provided to assist individuals with a disability, as well as families where at least one household member has a disability, who are experiencing homelessness to live independently. Additionally, no more than 20 percent of each award may be used for other eligible CoC Program activities associated with the PSH project (e.g., supportive services, operating costs), and no more than 10 percent of an award may be used for project administration. Applications are due to HUD no later than June 26, 2025.

DISCUSSION: The eligible program components under this HUD NOFO include acquisition, rehabilitation, new construction, project based rental assistance limited to 24 months, supportive services, operating costs and project administrative costs. Grant terms may be two, three or five years. The project selected for conditional award must be able to provide proof of site control prior to execution of the grant agreement and a completed environmental before awarded funds may be drawn for project activities. The grant agreement with HUD must be executed no later than October 1, 2025, and project must meet timeliness standards for new construction or rehabilitation activities.

HUD has the following five goals for this competition:

1. Increase housing opportunities for people with high risk of levels of need.
2. Increase the supply of permanent supportive housing units within CoC geographic areas to address individuals and families experiencing homelessness where one member of the household has a disability.
3. Encourage coordination between housing providers, health care organizations, and social service providers.

4. Ensure access to resources for projects to expand opportunities for new PSH units in States with populations less than 2.5 million.

5. Ensure new PSH units are conveniently located near local services; e.g., walking distance, near reliable transportation services, provide access to telehealth.

Due to the limited timeframe when the HUD NOFO was released on May 16, 2025 and applications due by June 26, 2025, VC CoC staff released a Letter of Intent (LOI) on May 22, 2025 for all potential project applicants through the VC CoC Alliance, VC CoC social media pages, and County of Ventura Community Development distribution lists. The LOI deadline to respond was June 4, 2025 by 5pm (see attached Exhibit A). The following four (4) LOI proposals were received for the VC CoC Board to review and consider one (1) competitive PSH project for the HUD CoC Builds NOFO Application:

Agency/Org	Project Name	# of PSH Units	Leveraged Funds	Construction Timeline	Gap Needs
People's Self Help Housing Corporation	Fillmore Terrace, 215 and 221 Palm Street, Fillmore	13 PSH (50 total units)	HOME \$2M HCD FW Loan \$8.9M HCD Infill Grant \$2.9M FHLB AHP Loan \$800K DDS Loan \$1M ERF for Ops Supports	Start - 6/2026 ----- Completion - 6/2028	Needs additional financing to secure a 2025 4% CDLAC tax credit award.
City of Santa Paula	Tiny Home Village, 1480 East Harvard Blvd, Santa Paula	14 PSH (units may families up to 4)	Affordable Housing Trust Fund from City in-lieu fees \$2.3M No operational supports funding	Start – 10/2025 ----- Completion – 2/2028	Construction costs for the full project are needed.
People's Self Help Housing Corporation	Cypress Place at Garden City (Phase II)	5 PSH (60 total units)	4% Tax Credits TBD HCD Serna TBD City HOME ARP \$1.2M VC General Fund \$1.8M	Start – 5/18/2026 ----- Completion – 11/2028	Bridge the financing gap for 4% tax credit award.
Dignity Moves / City of Ojai	Ojai Cabin Village, 408 South Signal Street, Ojai	30 PSH	CA ERF \$9.5M	Start – 2/2026 ----- Completion – 6/2027	Reduce long term costs with climate resilient solar, insulation, and energy efficient features.

HUD will only accept CoC Builds project applications from CoCs Collaborative Applicant that successfully completed the FY25 CoC Program Registration process. The County of Ventura is the Collaborative Applicant for the Ventura County CoC and successfully completed the FY25 HUD CoC registration. HUD will evaluate and score the FY25 CoC Builds NOFO Application using the following merit criteria:

Review Summary

Criterion	Total number of points = 100
a. Development Experience and Leveraging.	28 points
(Past similar PSH projects, funding commitments, and examples of leverage include Low Income Housing Tax Credits, HOME, CDBG, Sections 108, 202, or 811)	
b. Managing Homeless Projects	12 points
(experience with at least 4 projects with supportive services and links to public services)	
c. Implementation Schedule	12 points
(must align with grant timeline, site control by agreement, and environmental review; up to 4 points for items completed by application and another 4 points for occupancy within 36 months of award)	
d. Property Maintenance	5 points
e. Unmet Housing Need	10 points
(describe gap from PIT/HIC for population to be served and priority for PSH household with disability)	
f. Management of Rental Housing	10 points
g. Coordinated Entry (requires CES matching)	4 points
h. Coordination with Housing Providers, Healthcare Organizations, and Social Service Providers	10 points
(attach letters of commitment, contracts, or other formal written documents of support for project)	
i. Community Integration for Persons with Disabilities	7 points
j. Section 3 Requirement	2 points
Total	100 points

Preference points (2) will be added to the overall application score by addressing the following HUD policy initiatives:

- *Increasing Affordable Housing Supply.* The lack of affordable housing contributes to homelessness. This NOFO provides funding for new construction, rehabilitation, or acquisition that can increase PSH stock in a CoC's geographic area by adding new units.
- *Ensuring Access to Supportive Services and Public Services.* Providing supportive services to individuals and families experiencing homelessness, particularly for these households that also include a family member who has a disability.
- *Partnering with Housing, Health, and Service Agencies.* Using cost performance and outcome data, applicants should improve how all available resources are utilized to end homelessness. HUD encourages CoCs to maximize the use of mainstream and other community-based resources when serving individuals and families experiencing homelessness.

HUD anticipates CoC Builds awards will be announced by July 31, 2025. The estimated performance period start date is October 1, 2025.

RECOMMENDATION:

1. Select One (1) Permanent Supportive Housing Project to be included in the FY25 HUD CoC Builds Application; and
2. Authorize VC CoC staff to coordinate with the selected project applicant on required documentation and submit the FY25 HUD CoC Builds Application on or before June 26, 2025.



VENTURA COUNTY
**CONTINUUM OF
CARE ALLIANCE**

ENDING HOMELESSNESS
IN VENTURA COUNTY



2025 HUD CoC Builds
Notice of Funding Opportunity (NOFO)
Letter of Intent (LOI) to Apply

LOI due via email to VenturaCoC@ventura.org
by 5pm on 6/4/2025

The County of Ventura's County Executive Office (County CEO) serves as the administrative entity for the Ventura County Continuum of Care (VC CoC). The County CEO is pleased to request Letters of Intent (LOI) to apply for the U.S. Department of Housing and Urban Development's (HUD) [CoC Builds NOFO](#) that was released by HUD on May 16, 2025. This grant is intended to reduce the number of individuals and families experiencing homelessness by adding new units of Permanent Supportive Housing (PSH) through new construction, acquisition, and rehabilitation (capital costs) through one-time CoC Builds awards under the HUD CoC Program.

VC CoC will only be able to select one project for submission to HUD by June 26, 2025.

Project applicants must select a grant term of two to five years based on the type of capital costs. See 24 CFR 578.85 for timeliness requirements related to new construction and rehabilitation. Projects selected for conditional award must be able to:

- a) Provide proof of site control (24 CFR 578.25) prior to execution of the grant;
- b) Demonstrate, prior to grant agreement execution, that the project is financially feasible (24 CFR 578.21(c); see Section III.G of this NOFO for more information);
- c) Execute the grant agreement with HUD within the time frame permitted.
- d) Have a completed environmental review before awarded funds can be drawn for project activities;
- e) Complete a subsidy layering review (SLR) in accordance with 24 CFR 578.29 and Section III.G of this NOFO; and
- f) Meet the timeliness standards outlined in 24 CFR 578.85 for new construction or rehabilitation activities.

The maximum award amount under this CoC Builds NOFO is based on each CoCs FY25 Final Pro Rata Need. The maximum award for a single project in Ventura County is \$6,000,000. Please see Section V of the NOFO for applicant eligibility and requirements.

HUD requires each CoC to review proposed CoC Builds applications locally and determine which application is the most competitive to submit to HUD. This NOFO does not require any specific local selection process other than the process is fair and open to all organizations within the CoC's geographic area. **VC CoC will use scoring criteria outlined in Section V.A.1. of the HUD NOFO to select one project for this application.**

Agency/Organization Information

Agency/Org Name: _____

Agency/Org Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Applicant Point of Contact:

Name: _____

Phone: _____

Email: _____

Agency/Org Director:

Name: _____

Phone: _____

Email: _____

Project Information

Name of Project: _____

Project Address: _____

Proposed Grant Amount: _____

Populations to be served: _____

of Beneficiaries to be served: _____

Project service area (check all that apply):

- | | | |
|--------------------------------------|--------------------------------------|--|
| <input type="checkbox"/> Camarillo | <input type="checkbox"/> Fillmore | <input type="checkbox"/> Moorpark |
| <input type="checkbox"/> Ojai | <input type="checkbox"/> Oxnard | <input type="checkbox"/> Port Hueneme |
| <input type="checkbox"/> Santa Paula | <input type="checkbox"/> Simi Valley | <input type="checkbox"/> Thousand Oaks |
| <input type="checkbox"/> Ventura | <input type="checkbox"/> County-wide | <input type="checkbox"/> Unincorporated County |

Name and title of Person who will complete the application:

I certify, on behalf of my agency that all information contained in this application is accurate and true, based on our current records for the project. I understand that falsifying information or failing to provide accurate information will have a negative impact on my overall review and may result in removal from the Continuum of Care Application to the State of California.

Signature of the authorized signatory (Executive Director/CEO/President) Date

Project Description

- I. Describe the intended use of grant funds, ensuring alignment with HUD CoC Builds.

- II. Identify the population(s) that the project will serve: _____

- III. Please include a timeline of your proposed project. (Project construction timeline, lease up timeline, etc.)

- IV. Performance Measures – Describe the objectives and outcomes of the proposed program(s) and how will you measure the effectiveness of your project in meeting these outcomes. Describe the data sources, methodology and resources to be used for tracking the following HUD system performance measures that apply to your specific program(s):

V. Collaboration – Describe how resources will be leveraged to address the needs of the target population(s). How will the project collaborate with other organizations and programs to address the needs of the target population and participate in Pathways to Home and HMIS?

Compliance with Grants and Financial Management

VI. Please include Unexpended Leveraged Funding:

Grant program (HUD, ESG, HomeKey, HHAP, CDBG, PHLA, NPLH, etc.)	Activity Type	Purpose of Grant	Start Date/ End Date	Funding Amount Remaining

Cost Effectiveness

VII. To ensure cost effectiveness and alignment with HUD standards, please share how this project is leveraging other resources to provide sufficient case management and supportive services.

VIII. Describe whether this proposal could be undertaken with a reduced commitment of funding and if so, highlight how that would affect the scope of the project.

Miscellaneous Information

IX. HUD requires participation in Homeless Management Information System and Coordinated Entry system. Does your organization currently use HMIS/CES?

☐ Yes

☐ No

If you answered "no" please explain your response in the box below:

Ventura County CoC Builds Application Timeline

HUD released the CoC Builds Notice of Funding Opportunity	May 16, 2025
VC CoC released the Letter of Intent (LOI) to Apply	May 21, 2025
LOI Due Date	June 4, 2025
VC CoC Staff Present LOIs to CoC Board for Consideration and Authorize one Permanent Supportive Housing project to Apply	June 11, 2025
VC CoC Staff to submit the grant application to HUD	No later than June 26, 2025
HUD anticipated award date	July 31, 2025
Estimated performance period start date	October 1, 2025

June 11, 2025

VC CoC Governance Board

SUBJECT: Approval to Reallocate Youth Set-Aside Grant Funding for Interim Sheltering in the Homeless Housing Assistance and Prevention (HHAP) Program Round 3 to a New Subrecipient.

BACKGROUND: The Ventura County Continuum of Care (VC CoC) was awarded renewal grant funding from the State Department of Housing and Community Development (HCD) for the Homeless Housing Assistance and Prevention (HHAP) Program Round 3 in the amount of \$4.8M with a minimum of ten percent (10%) dedicated to youth set aside programs. Subrecipients were awarded grant funding through a Request for Proposals (RFP) process for the grant term of July 1, 2021 through April 30, 2026. The HHAP-3 youth set aside grant funds were awarded to California State University Channel Islands (CSUCI) for TAY Interim Sheltering in the amount of \$263,415.44 and Oxnard College for TAY Homeless Prevention in the amount of \$219,527.00. VC CoC Staff have closely monitored expenditures and performance of each HHAP subrecipient contract to ensure progress is made and expenditure deadlines are met to comply with the State HCD.

DISCUSSION: The VC CoC Board approved the reallocation of these HHAP-3 Youth Set Aside grant funds on May 14, 2025 with a new Request for Proposals (RFP) released on May 15, 2025. Casa Pacifica has submitted a time sensitive application in order to meet the occupancy deadline of the State Homekey Stepping Stones project which will serve transitional age youth (TAY) who are literally homeless or at risk of homelessness. Casa Pacifica has plans to quickly move seven (7) unhoused TAY into interim sheltering with the HHAP-3 grant funds by July 1, 2025 through a motel voucher program, in order to provide a bridge for these unhoused youth until the Stepping Stones project is completed. This program will provide supportive services by Casa Pacifica staff and allow a transition from interim sheltering to transitional housing once the new State Homekey units are completed by January 1, 2026. The Casa Pacifica proposal includes non-congregate shelter, meals, transportation, and supportive services for a total budget of \$251,700 (see Exhibit A). Casa Pacifica has proposed to expend these grant funds by January 31, 2026 which meets the grant term expenditure deadline of April 30, 2026.

RECOMMENDATIONS:

- 1) Approve a Reallocation of the Continuum of Care (CoC) HHAP-3 Youth Set-Aside Grant Funding for Interim Sheltering in an amount up to \$263,415.44 to Casa Pacifica; and
- 2) Authorize VC CoC Staff to Issue an Agreement with Casa Pacifica for the HHAP-3 Youth Set-Aside Grant to be expended by April 30, 2026.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

1. APPLICANT CAPACITY & FINANCIAL INFORMATION:

Legal Name of Organization: Casa Pacifica Centers for Children and Families

Is the organization a 501(c)? ☒ Yes ☐ No

Mailing Address: 1722 S. Lewis Rd

City: Camarillo

Zip: 93012

Executive Director Name & Title: Shawna Morris, MPA - Chief Executive Officer

Organization Contact Name & Title: Christan Schuyler - Director of Transitional Youth Services

Work Phone: 805-366-4197

Fax: _____

E-mail Address: cschuyler@casapacifica.org

Organization Website Address: www.casapacifica.org

Organization's DUNS #: 805462371

Tax Payer ID #: 77-0195022

Fiscal Agent Contact Name & Title: Katie Pollock - Chief Financial Officer

Work Phone: 805-366-4440

Fax: _____

E-mail Address: kpollock@casapacifica.org

Years in operation: 31

Date of most recent 990 filed: 06/30/2024

Does your organization have any outstanding financial audit findings? ☐ Yes ☒ No

If yes, please explain:

Is your organization required to file a Federal Single Audit (CFR200.501)? ☐ Yes ☐ No

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Does your organization comply with 2 CFR 200 Part 2400 Uniform Requirements? ☒ Yes ☐ No

How many members are part of your Board of Directors? 24

How often does your Board meet? 6 times per year

Describe the financial expertise of your current board members:

Board Treasurer is the current VP of Production Finance for Disney ABC Television Group. Other board members with direct financial experience hold the titles of: Managing Director of Legacy Multi-Family Group, USB Private Wealth Management; Chief Financial Officer of the Conrad N. Hilton Foundation; President of LA & Santa Barbara Regions of Northwestern Trust Wealth Management; and Resident Director and VP of Merrill Lynch Kearney Group. Additionally, other board members hold leadership roles in their organization, directly overseeing finances: Partner at Nevers, Palazzo, Packard, Wildermuth & Wynner, PC; Co-Owner of Ventura Rental Party & Events; Director of Ventura County Human Services Agency; CEO of Coast General Insurance Brokers; City Manager of City of Ventura;

Has your organization received and managed State/Federal funds? ☒ Yes ☐ No

Please complete the chart below with the most recent State/Federal grant awards for your organization

Grant Year(s) Start-End Date	Grant Number	Activity Type: <i>Street Outreach, Emergency Shelter, Rapid Re-Housing, Housing Navigation, Permanent Supportive Housing, Landlord Engagement, Homeless Prevention, Interim Sheltering, Coordinated Entry System Supports, Transitional Housing, other (please list)</i>	Grant Amount
8/15/22	State of CA, HCD	Renovations for new interim housing project (Homekey)	\$ 5,918,136
8/15/22	County of Ventura	Renovations subsidy of new interim housing (Homekey)	\$ 640,000
12/2022	State of CA, DHCS	Renovations for Short Term Residential Program (youth)	\$ 2,766,271
4/16/24	State of CA, DHCS	CYBHI Round 2 EBP Implementation (Clinical Services for youth)	\$ 741,638
5/26/24	State of CA, DHCS	CYBHI Round 4 EBP Implementation (Site Training for TIP)	\$ 749,671
8/31/23	State of CA, DHCS	HCAI Behavioral Health Operational Subsidies	\$ 765,037
4/17/25	HHAP5-02	Captiol funding for Interim Housing	\$ 657,636
			\$
			\$
			\$
			\$

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

2.PROJECT INFORMATION

Title of proposed YOUTH project:

UpLIFT TAY Interim Housing Program

Project Address: 1722 S. Lewis Rd.

City: Camarillo

Zip: 93012

Project anticipated start date for serving clients: 06/16/2025

HHAP-3 YOUTH Priority Need Addressed (listed in order of priority per CoC Board Approval):

1. <input type="checkbox"/> Delivery of Permanent Housing (YOUTH)	6. <input type="checkbox"/> Coordinated Entry Systems Support (YOUTH)
2. <input type="checkbox"/> Operational Subsidies (YOUTH)	7. <input type="checkbox"/> Services Coordination (YOUTH)
3. <input type="checkbox"/> Prevention and Shelter Diversion (YOUTH)	8. <input type="checkbox"/> Shelter Improvements to lower barriers and increase privacy (YOUTH)
4. <input type="checkbox"/> Rapid Re-Housing (YOUTH)	9. <input type="checkbox"/> Street Outreach (YOUTH)
5. <input checked="" type="checkbox"/> Interim Sheltering (new and existing) (YOUTH)	10. <input type="checkbox"/> Other (YOUTH) (list): _____

Number of (YOUTH) beneficiaries to be served by the project: 7

a. Project service area (check all that apply):

- ☒ Camarillo ☐ Fillmore ☐ Moorpark
☐ Ojai ☐ Oxnard ☐ Port Hueneme
☐ Santa Paula ☐ Simi Valley ☐ Thousand Oaks
☐ Ventura ☐ County-wide ☐ Unincorporated County

b. Amount requested for this YOUTH project: \$ 251,700

c. Amount of leveraged funds available for this project: \$ 587,025.71

d. Total YOUTH project cost (all sources): \$ 4,233,315

Note: The amounts for b, c and d should equal the amounts in Project Budget.
Comprehensive budget should be submitted in provided budget template. Permanent Supportive Housing Applications should submit the PSH program budget.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Which CoC priorities best align with the YOUTH project? You may list more than one; be specific:

Casa Pacifica seeks HHAP grant funds for Priority #5 - Interim Housing: Youth-focused services. Our program will provide interim housing and tailored support to 7 Transitional Age Youth (TAY) over 7 months. This includes youth who are literally homeless (HUD Category 1) or at imminent risk of homelessness (HUD Category 2). Interim housing will be provided at the Sonesta Inn of Camarillo while the Stepping Stones Transitional Housing Project is under construction. Key staff, including a .5 FTE Transition Facilitator and a .5 FTE Youth Advocate (Person with Lived Experience), will deliver services based on the Transition to Independence Process (TIP) Model. This model focuses on a gradual, empowering approach to help youth achieve independence and successfully transition to stable, self-sufficient living arrangements.

Identify the population(s) that the project will serve (check all that apply):

- ☒ Persons with disabilities (TAY) 18-24 years old
- ☒ Transitional Age Youth (TAY) 18 to 24 years old
- ☐ Unaccompanied Youth under 18 years old
- ☒ Chronic Homeless (TAY) 18-24 years old

3. Subrecipients

Does your agency plan to administer YOUTH HHAP funds or award them to a service provider/subrecipient? No

Service Provider/Subrecipient: Not Applicable

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

4. PROGRAM DESIGN

Summarize the project. Describe how the project will benefit the target YOUTH population(s) and meet an immediate need in addressing homelessness in the Continuum of Care. Describe how this funding will expand capacity or create new resources to shelter and/or house homeless people/families. Identify best practices that will be utilized. Please include how the program will follow the Housing First/Low Barrier model. Describe how the program will connect persons to permanent housing. Please refer to Attachment A to address *Demonstrated Need (a-e)* for Interim Sheltering.

Casa Pacifica's Stepping Stones Project directly addresses HHAP Priority #5: Interim Housing - Youth-focused services, providing a crucial immediate solution to youth homelessness in the Ventura County Continuum of Care (CoC). This project will offer interim housing and comprehensive evidence-based support to 7 Transitional Age Youth (TAY), including parenting youth, over a seven-month period. It specifically targets those who are literally homeless (HUD Category 1) or at imminent risk of homelessness (HUD Category 2). This initiative is critical as the need for age-appropriate, low-barrier interim housing for this vulnerable population remains high.

This funding will enable the Stepping Stones Project to increase interim housing services while the final phase of construction for the permanent facility is completed. The project will utilize the Sonesta Inn of Camarillo as a safe, temporary interim housing location due to its close proximity to the permanent site. This strategy allows Stepping Stones to bridge a critical gap, meet Homekey occupancy rate compliance, and ensure youth have a stable living environment while awaiting the permanent site's opening. Ultimately, this project creates a dedicated pathway from immediate crisis to long-term stability for TAY.

Stepping Stones will engage with the Coordinated Entry System (CES) for program referrals, accepting them from various community partners. The Stepping Stones supervisor will facilitate the admission process, utilizing assessment tools like the Casey Life Skills and Self-Sufficiency Matrix to identify immediate needs. A Transition Facilitator (TF) will then create a case plan addressing urgent needs, including obtaining vital documents, while providing trauma-informed support through the Transition to Independence Process (TIP) Model. This approach aligns with Housing First/Low Barrier principles, ensuring immediate access to housing without preconditions and voluntary participation in supportive services.

Participants will receive guidance in essential life skills such as financial literacy, job readiness, and effective communication. This is delivered through coaching and structured courses led by Independent Life Skills Specialists (ILSS) and mentoring from Youth Advocates, fostering resilience and independence.

By integrating these robust support components, Stepping Stones meets immediate housing needs while cultivating the skills necessary for long-term success. Anticipated outcomes include increased rates of permanent housing placements, improved self-sufficiency skills, and decreased recidivism in homelessness. The program will conduct ongoing evaluations to measure its effectiveness, incorporating participant feedback to ensure continuous improvement. By addressing both immediate and long-term needs, the Stepping Stones program aims to significantly decrease youth homelessness in Ventura County.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Describe the intended use of grant funds, ensuring the provision of HHAP-eligible (YOUTH) services. Please attach a comprehensive budget including all funding sources, if any that have been committed to the project or other funds pending award or notification of award.

Casa Pacifica requests \$251,700 in HHAP Round 3 funds to provide critical interim housing and comprehensive support services for 7 TAY over a seven-month period. These funds are essential for addressing HHAP priority #5 and meeting an immediate, demonstrated need within the CoC for safe, age-appropriate, low barrier housing for literally homeless and imminently at-risk youth.

If awarded, grant funds will be used to support the following HHAP-eligible services and operational costs:

1) Interim Housing & Basic Needs (non-congregate): Funds will cover the direct costs associated with housing 7 TAY at the Sonesta Inn of Camarillo for up to 7 months. This congregate setting provides a safe, private, and trauma-informed environment, aligning with HHAP's emphasis on high-quality interim sheltering.

* Room Rate: \$120 per night per youth = \$178,752:

Provides 708 nights of non-congregate interim housing at the Sonesta Inn of Camarillo for 7 TAY (7 months x 30.4 days/month x \$120/night).

* Food Incidental: \$30 per day per youth = \$44,688:

Covers daily food incidentals for 7 TAY in interim housing (7 months x 30.4 days/month x \$30/day).

* Transportation: \$50 per month per youth:

Provides monthly bus passes/transportation vouchers of \$50 per month for 7 TAY for 7 months, ensuring access to necessary appointments, resources and daily needs.

2) Youth-Focused Supportive Services: Funds will support a portion of the salaries and benefits for dedicated staff crucial to the successful implementation of the Transition to Independence (TIP) Model of care. These staff members will provide individualized, strengths-based support, directly contributing to housing stability and self-sufficiency.

* 0.5 FTE Transition Facilitator (Case Manager) - This role will be responsible for developing individualized case plans, providing intensive case management, connective youth to community resources (education, employment, healthcare), and facilitating their transition to long term interim or permanent housing.

* 0.5 FTE Youth Advocate (Person with Lived Experience) - This vital position leverages the unique insights and credibility of individuals who have personally experienced homelessness. The Youth Advocate will provide peer support, mentorship, advocacy, and serve as a powerful role model, fostering trust and engagement among participants.

Calculations for 7 youth over 7 months:

-Average days per month: 30.4

-Total number of days for 7 TAY over 7 months: 7 TAY x 7 months x 30.4 days/month = 1,489.6 days

-Interim Housing (Room Rate): \$120/night x 1,489.6 nights = \$178,752

-Food Incidental: \$30/day x 1,489.6 days = \$44,688

- Transportation Vouchers: \$50/month x 7 months/youth x 7 youth = \$2,450

-Personnel Costs (Full 7 months):

* 0.5 FTE Transition Facilitator: \$21,875

* 0.5 FTE Youth Advocate: \$14,583

-Program Operating Costs \$0 (Covered by other funding sources).

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Collaboration – Describe how resources will be leveraged to address the needs of the target (YOUTH) population(s). How will the project collaborate with other organizations and programs to address the needs of the target population and participate in Pathways to Home and HMIS.

Casa Pacifica recognizes the importance of coordination and collaboration in effectively addressing the needs of Transition-Age Youth (TAY) and their families in Ventura County. With 30 years of experience providing trauma-informed care through evidence-based practices to youth and families in the region, Casa Pacifica is well-versed in meeting the unique needs of the TAY population while coordinating and collaborating with community partners. To leverage resources efficiently, Stepping Stones will actively engage with existing community organizations and services that are members of the Ventura County Continuum of Care (VC CoC), as well as other organizations that align with Casa Pacifica's mission to inspire hope and nurture the mental health and well-being of children, young adults, and families, enabling them to realize their full potential. This collaboration will enhance the support network available to TAY.

Collaboration will be central to Stepping Stones' approach. As active members of the VC CoC, Stepping Stones will participate in Pathways to Home and various case consultation committees, in addition to engaging with the Homeless Management Information System (HMIS). By doing so, Stepping Stones will share data and collaborate with other service providers to identify gaps in services, streamline referrals, and track outcomes for TAY, thereby enhancing and promoting coordinated service delivery across Ventura County.

In addition, Stepping Stones will partner with local agencies, such as employment services, drop-in centers, and educational institutions, to create a comprehensive support system. These partnerships will facilitate access to critical services, including mentorship, job training or apprenticeships, and educational opportunities, which are essential for the holistic development of TAY. By integrating these resources, Stepping Stones aims to provide a seamless experience for participants, allowing them to navigate systems and effectively integrate into community living.

Furthermore, Casa Pacifica is committed to establishing new collaborative efforts with agencies that are not yet connected to the VC CoC. By reaching out to organizations that serve similar demographics, such as NATE's Place, Pacific Clinics, and Goodwill Industries, Stepping Stones will foster new relationships that expand the support network available to TAY. These collaborations may include joint events, shared resources, and cross-referrals, ultimately enriching the support systems for participants.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Please include any partnerships for furthering racial equity and serving underserved populations including BIPOC, LGBTQ, undocumented persons, and persons with limited English proficiency. Please describe how the program will commit and implement action to ensuring equitable provision of services for Black, Asian, Native and Indigenous, Latinx, Pacific Islanders and other People of Color who are disproportionately impacted by homelessness and COVID-19.

Casa Pacifica is a gender affirming organization that is dedicated to advancing racial equity and serving underserved populations, including BIPOC, LGBTQ+ individuals, undocumented persons, and those with limited English proficiency. Recognizing the systemic barriers these groups face, Casa Pacifica has established a comprehensive Diversity, Equity, and Inclusion statement and policy aimed at promoting equity within its programs and services. This framework outlines the agency's commitment to fostering an inclusive environment that values diversity and ensures equitable access to resources for all individuals, particularly those from historically marginalized communities.

To further racial equity, Casa Pacifica will collaborate with organizations that specifically focus on BIPOC and LGBTQ+ communities. Partnerships with groups such as Pacific Clinic's TAY tunnel (LGBTQ+ youth), Forever Found (trafficked minors), MICOP, Aspiranet, and Diversity Collective to facilitate culturally competent services and outreach efforts. These collaborations will prioritize engagement with communities that are disproportionately impacted by homelessness and system involvement, ensuring that the program's resources are accessible to all eligible individuals, regardless of their background.

Casa Pacifica is committed to promoting racial and gender equity in all areas of service delivery. This includes training staff on cultural competency and bias mitigation strategies, ensuring that they are equipped to understand and respond to the unique challenges faced by diverse populations. Additionally, program and agency policies are reviewed and revised by the Quality Assurance committee, that meets monthly, to ensure that they eliminate systemic barriers that may hinder access to services for marginalized groups.

To ensure that all activities of Stepping Stones remain youth focused, Casa Pacifica's Transitional Youth Services put together a Youth Advisory Council to serve as a panel of current and previous participants tasked with ensuring the each element of the TYS is informed by first-hand, lived experience. Council participants inform leadership's decision-making process on activities, program changes, policies, and procedures. TYS aims to empower participant voice by supporting the Council to actively participate in program governance and foster a collaborative and inclusive environment that reflects the diverse needs and voice of TYS participants.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Core Practices – State regulation section 8409 contain the Core Practices: Coordinated Entry Process (section 8409(a)); and Housing First Practices (section 8409(b)) Use the table below to document which of the following your agency or contracted agency/service provider has adopted for implementation of programs:

Guidance	Relates to: (check all that apply)
1. Has your agency/service provider adopted the local CoC's Written Standards with regards to the following?	<input checked="" type="checkbox"/> Coordinated Entry <input checked="" type="checkbox"/> Housing First
2. Does your agency/service provider have Program Rules, Policies and Procedures that address the following?	<input checked="" type="checkbox"/> Coordinated Entry <input checked="" type="checkbox"/> Housing First
3. Does your agency/service provider commit to adopt and follow the local CoC Coordinated Entry Policies and Procedures?	<input checked="" type="checkbox"/> Coordinated Entry <input checked="" type="checkbox"/> Housing First
4. Does your agency utilize HMIS for entering client level data. Please include attachments that demonstrate data quality and annual performance of an existing project from January 1, 2022-December 31, 2022.	<input checked="" type="checkbox"/> HMIS participating project <input type="checkbox"/> Attach HMIS generated reports showing data quality and performance of existing project

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

5. MANAGEMENT & PAST EXPERIENCE:

Please describe your organization's and/or sub-recipient's experience in successfully conducting this type of (YOUTH) activity. Identify any skills, current services, or accomplishments that demonstrate your capacity for success. Please include any relevant past performance data that is relevant to this proposal.

Casa Pacifica has a proven track record of successfully conducting activities aimed at improving the mental health and well-being of youth and families. Established in 1994, Casa Pacifica has evolved significantly over the past 30 years, transitioning from a crisis-care center to the largest nonprofit provider for children's mental health services in Ventura and Santa Barbara Counties. Casa Pacifica currently serves over 1,900 youth and families annually, with more than 400 youth receiving support daily.

Casa Pacifica has expanded its services from four original programs to now 17 various programs, demonstrating the commitment to addressing the diverse needs of the community. Casa Pacifica has focused on the crucial objective of keeping children within their homes and communities, thereby promoting stability and continuity of their lives. Recognizing the unique needs of system involved TYA, Casa Pacifica expanded the residential programs in 2014 to include interim housing and specialized support services for TAY voluntarily engaged in extended foster care. This initiative not only provides a safe haven but also empowers emerging adults to pursue their goals while receiving the necessary guidance and support during a pivotal time in their lives.

Casa Pacifica's holistic approach integrates trauma-informed care, therapeutic interventions, and educational support, ensuring that each participant receives tailored services that address their specific needs. Staff work collaboratively with participants, families, permanent connections, social workers, schools, employment agencies, and other community organizations to create a supportive network, fostering resilience and well-being among the participants.

Stepping Stones staffing ratio is designed to ensure effective support, with a team of highly trained professionals directly engaged in stabilizing, caring for, and facilitating transitions for children, young adults, and families. This hands-on experience has equipped our staff with a deep understanding of the needs of the families served, ensuring high-quality care. Casa Pacifica is committed to a youth-driven philosophy, which has led to the creation of innovative initiatives like the TYS Youth Advisory Council. This voluntary committee amplifies participants' voices, fostering open dialogue and collaboration that informs policy modifications, program design, and service delivery.

Through the extensive experience, skills professionals, and commitment to community engagement, Casa Pacifica is well-positioned to continue making a meaningful impact in the lives of youth and families, ensuring they receive the support they need to thrive.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Please describe your success in submitting previous HHAP Round I and/or II quarterly reporting and drawdowns. Have you had any challenges implementing your project(s), onboarding with HMIS/CES, accepting referrals via CES or submitting draw down requests?

☐ Not applicable (*not a recipient of previous HHAP rounds*)

Casa Pacifica was recently awarded HHAP funds for the first time. Specifically HHAP Round 5 - Capital Improvements. Funds were received in April of 2025, and are actively being managed. While previous HHAP funding was focused on capital improvements rather than direct services, Casa Pacifica has a robust history of successful grant management and administration for similar state and federal programs.

Casa Pacifica's financial department is highly experienced in managing grant funds, ensuring expenditures align with approved budgets and reporting requirements are met meticulously. While funds have just begun utilization for HHAP Round 5, Casa Pacifica is well prepared to complete all necessary draw downs for the capital improvements phase of Stepping Stones Interim Housing project.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

6. IMPACT & EFFECTIVENESS:

Performance Measures – Describe the objectives and outcomes of the proposed program(s) and how will you measure the effectiveness of your project in meeting these outcomes. Goals should align with VC CoC adopted performance benchmarks.

Casa Pacifica's Stepping Stones Interim Housing Project is meticulously designed with clear objectives and measurable outcomes that directly align with the Ventura County Continuum of Care (CoC) adopted performance benchmarks. The program's effectiveness will be rigorously measured through data collected via the Homeless Management Information System (HMIS) and internal program evaluations, all geared toward its overarching goal: to provide safe, stable interim housing and comprehensive supportive services to homeless or imminently homeless Transitional Age Youth (TAY), empowering them to achieve self-sufficiency and transition to permanent housing.

The primary objective is to increase access to interim housing for TAY. The project aims for seven Transitional Age Youth to receive interim housing services for a period of up to seven months. This will be measured by the number of unduplicated TAY admitted to the Stepping Stones Interim Housing program, as meticulously recorded in HMIS. This directly addresses the CoC's pressing need for expanded interim housing capacity, particularly for this vulnerable TAY population.

A crucial objective involves improving housing stability and reducing episodes of homelessness. The project anticipates that at least 80% of TAY participants will successfully exit the interim housing program to permanent housing destinations, such as permanent supportive housing, rapid re-housing, independent living, or family reunification with a stable plan. This outcome will be measured by the destination at exit as recorded in HMIS, a benchmark that aims to exceed the CoC's current rates for permanent housing placements from emergency shelter or transitional housing, signifying high success in moving individuals out of homelessness. Furthermore, the project is committed to ensuring that less than 10% of TAY participants return to homelessness within six months of program exit. This will be rigorously tracked through HMIS, directly aligning with the CoC's strategic goal of reducing returns to homelessness and fostering long-term housing stability.

Another significant objective focuses on enhancing self-sufficiency and life skills among participants. The project is committed to ensuring that 100% of TAY participants receive individualized case management, all guided by the evidence-based Transition to Independence Process (TIP) Model. This will be documented through case plans and service records within HMIS. Beyond this, the project expects at least 70% of TAY participants to demonstrate a measurable increase in their scores on the Casey Life Skills Assessment and/or Self-Sufficiency Matrix from their program entry to exit. This improvement will be tracked through the comparison of pre- and post-program assessment scores recorded in client files and HMIS, directly supporting the CoC's emphasis on improving client self-sufficiency, educational attainment, employment, and overall well-being. Additionally, the project projects that at least 60% of TAY participants will maintain or increase their income from employment or benefits by the time of program exit, with changes in income recorded in HMIS, aligning with CoC benchmarks for increasing economic stability.

Finally, the project aims to foster engagement and reduce barriers to services. Its objective is to ensure that 100% of referrals for the Stepping Stones Interim Housing Project are accepted through the Coordinated Entry System (CES). This will be measured by the documentation of CES referrals received and subsequent client admissions, reinforcing the CoC's unwavering commitment to a streamlined, equitable, and low-barrier access point for homelessness services.

To ensure the highest level of effectiveness, the measurement strategy is comprehensive. All objectives and outcomes tied to client demographics, services, housing status, income, and exits will be systematically entered into the Ventura County CoC's HMIS, guaranteeing data consistency, accuracy, and comparability with CoC-wide benchmarks. Program supervisors and leadership will conduct monthly reviews of HMIS data to track progress, identify areas for improvement, and inform necessary program adjustments. Individual client files will undergo regular audits to ensure comprehensive documentation of services, case plans, assessment scores, and progress notes. The project will also incorporate qualitative data through TAY participant feedback, staff observations, and focus groups, providing deeper insights into program effectiveness and perceived benefits. All performance measure data will be synthesized and reported quarterly and annually to HHAP, the Ventura County CoC, and Casa Pacifica's internal leadership, demonstrating its accountability and transparent results. Through these rigorous measures, the Stepping Stones Interim Housing Project will not only prove its effectiveness in directly addressing youth homelessness but also contribute invaluable data to the Ventura County CoC's broader efforts to achieve its strategic goals.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Please describe how this program will help achieve improved system performance for the Ventura County homeless services system. Include those that that apply to your specific program, provide details on how you intend to meet the VC CoC outcome goals and provide percentages. Please refer to Attachment B for VC CoC Outcome goals:

1. Reducing the number of persons experiencing homelessness
2. Reducing the number of persons who become homeless for the first time
3. Increasing the number of people exiting homelessness into permanent housing
4. Reducing the length of time persons remain homeless
5. Reducing the number of persons who return to homelessness after exiting homelessness
6. Increasing successful placements from street outreach
7. Focus on equity goals related to underserved populations and populations disproportionately impacted by homelessness

Casa Pacifica's Stepping Stones Interim Housing Project is strategically designed to significantly enhance the overall performance of the Ventura County homeless services system, directly contributing to each of the CoC's established outcome goals.

The program directly contributes to reducing the number of persons experiencing homelessness. At its core, Stepping Stones provides immediate, safe, and non-congregate interim housing for seven Transitional Age Youth (TAY). This directly moves seven TAY from unsheltered situations or precarious living conditions, thereby reducing the visible and counted unsheltered population within the CoC. Beyond immediate shelter, the program's strategy includes proactive preventative measures and early interventions. Through targeted outreach efforts, Stepping Stones aims to engage all 7 participants in preventative measures and immediate interventions that tackle housing instability before it escalates into homelessness.

To further combat first-time homelessness, the program emphasizes vital education and life skills training. Workshops focusing on financial literacy, budgeting, and tenant rights will equip all 7 participants with the necessary knowledge and skills to prevent initial experiences of homelessness. Simultaneously, Stepping Stones adopts a Housing First model, prioritizing rapid rehousing strategies to significantly increase the number of people exiting homelessness into permanent housing. Collaborating closely with local housing authorities and Human Services Agency (HSA) agents, the program intends to help at least 6 participants (approximately 86%) secure stable housing within their 7-month program stay or shortly thereafter, leveraging the strong foundation built in interim housing. For the 7 TAY in the interim housing component, the program's ambitious target is for at least 80% to exit to permanent housing destinations directly, a figure that significantly exceeds typical benchmarks for interim housing programs.

Reducing the length of time individuals remain homeless is another critical goal. Stepping Stones aims to streamline access to services, targeting an average length of stay in homelessness of less than 60 days for all 7 participants by minimizing the time between referral and admission. Referrals received through the Coordinated Entry System (CES) will be prioritized based on current capacity and the individual's length of time in their current housing situation. This focused, low-barrier approach ensures rapid intervention.

The program also places a strong emphasis on reducing the number of persons who return to homelessness after exiting homelessness. Stepping Stones will achieve this by providing robust aftercare support. By maintaining contact with at least 6 participants (over 90%) who exit the program, Stepping Stones seeks to keep the return rate to homelessness below 5% within six months post-exit, far surpassing typical CoC benchmarks for recidivism. This proactive follow-up and continued support empower youth to maintain their housing stability long-term.

Stepping Stones recognizes the vital importance of increasing successful placements from street outreach. The program plans to enhance its outreach initiatives, aiming to assist all 7 participants directly from street outreach efforts into stable housing. These individuals will be directly connected to the interim housing slots and supportive services, providing a clear pathway off the streets into care.

Finally, the program has a deliberate focus on equity goals related to underserved populations and populations disproportionately impacted by homelessness. Stepping Stones exclusively serves system-involved youth who are currently or at risk of experiencing homelessness. System-involved youth comprise a high percentage of historically marginalized communities, thereby ensuring that 100% of the individuals served by Stepping Stones are disproportionately impacted by homelessness. A key aspect of this engagement is the implementation of culturally competent services that directly address the unique barriers faced by the BIPOC and LGBTQ+ TAY populations, ensuring equitable access and effective, tailored support.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

(Continued)

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

7. Sustainability

Please explain plans your agency has for future sustainability of this proposed (YOUTH) program and/or service. How will your agency leverage other funds beyond this one-time funding opportunity of YOUTH HHAP-Round 4? Please detail your agency's experience in leverage state, federal, local and private dollars to support your programs.

The Stepping Stones program demonstrates a strong commitment to sustainability by leveraging dedicated funding sources while actively pursuing additional, unguaranteed funds. Stepping Stones receives funds through the Aid to Families with Dependent Children (AFDC) funds provided by the Human Services Agency, which cover essential operating costs associated with eligible youth placed in Stepping Stones through extended foster care pursuant of Assembly Bill 12. Additionally, the THP-Plus program provides crucial financial resources specifically allocated for transitional housing support, ensuring that we have a stable foundation to maintain our services for transitional age youth (TAY) facing housing instability.

Additionally, we will cultivate partnerships with local businesses and community organizations to establish sponsorships and in-kind contributions. These partnerships can provide essential resources such as job training, employment opportunities, and mentorship for participants, thereby reducing operational costs and enhancing the program's effectiveness. We will also engage in community fundraising efforts, including events and campaigns, to generate additional revenue while raising awareness about the needs of TAY in our region.

Moreover, Stepping Stones will create a fee-for-service model for certain program components, such as clinical services. This approach will allow us to generate income while still offering valuable services to participants and the community. We will also explore social enterprise opportunities that align with our mission, such as providing evidence based model training and consulting services to other organizations.

To ensure long-term sustainability, the program will implement a comprehensive financial management strategy, including regular budget reviews and financial forecasts. We will take a proactive approach to managing resources, ensuring that funds are allocated efficiently and effectively to meet program goals.

By diversifying our funding sources and actively seeking partnerships, Stepping Stones aims to create a sustainable model that supports the ongoing needs of TAY in Ventura County. Our commitment to continuous improvement and community engagement will help secure the resources necessary to maintain and enhance our program over time

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

8. AGENCY CERTIFICATIONS

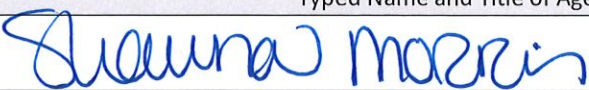
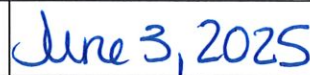
The following certification **must** be completed and **signed by an authorized agency representative** to be further considered for HHAP program funding.

The undersigned agency hereby certifies that:

- a. The information contained herein and in the attached is complete and accurate. No material information has been omitted, including financial information.

[U.S. Code, Title 31, Section 3729, False Claims, provides a civil penalty of not less than \$5,000 and not more than \$10,000, plus 3 times the amount of damages for any person who knowingly presents, or causes to be presented, a false or fraudulent claim; or who knowingly makes, or caused to be used, a false record or statement; or conspires to defraud the Government by getting a false or fraudulent claim allowed or paid. HUD will prosecute false claims and statements and conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)].

- b. The agency certifies to the best of its knowledge and belief that its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency.
- c. The agency shall comply with all federal and County policies and requirements applicable to the HAAP program as appropriate for the funding if received.
- d. The proposed project will assist in alleviating the (YOUTH) homeless shelter crisis in the jurisdiction it proposes to serve.
- e. If (YOUTH) HHAP funds are approved in the requested amount, then to the best of your knowledge, sufficient funds will be available to complete the project as proposed.
- f. The agency certifies that the funded program will participate in the locally approved HMIS system and CES.
- g. If (YOUTH) HHAP funds are approved in the requested amount, the agency will provide a final budget summary.

Casa Pacifica Centers for Children & Families	
Name of Agency	
Shawna Morris, MPA	
Typed Name and Title of Agency Official	
	
Agency Official's Signature	Date of Signature
(805) 366-4343	smorris@casapacifica.org
Phone Number of Agency Official	E-Mail Address of Agency Official

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Attachment A

Ventura County Homeless Housing, Prevention & Assistance YOUTH Program Priorities

1. Delivery of Permanent Housing (Cal ICH priority):
 - Hotel and motel conversions for chronically homeless,
 - Master leasing projects. Master Leasing is a strategy for providing permanent housing that is allowable through HHAP. Program design and its intended purpose must follow the Housing First Model and utilize HMIS,
 - Innovative housing solutions.
 2. Operating subsidies (Operating subsidies may include operating reserves):
 - In new and existing affordable or supportive housing units,
 - Emergency shelters,
 - Navigation centers
 3. Homeless Prevention & Diversion programs:
 - Programs providing flexible financial resources to prevent individuals and families from becoming homeless in Ventura County.
 - Medical bills –if it allows the individual to obtain or sustain housing.
 4. Rapid Re-Housing:
 - Flexible rental subsidies in Rapid Re-Housing Programs for vulnerable individuals and households that may be medium or long term in nature paired with voluntary supportive services.
 - Utility bills - eligible under “rental assistance/rapid rehousing”.
 5. Interim Sheltering:
 - Limited to newly developed clinically enhanced congregate shelters,
 - New or existing non-congregate shelters,
 - Operations of existing navigation centers and the expansion of shelter beds based on demonstrated need,
 - Master Leasing. Master Leasing is a strategy for providing emergency housing that is allowable through HHAP. Program design and its intended purpose must follow the Housing First model and utilize HMIS.
- Demonstrated need for purposes of this paragraph shall be based on the following:*
- a. The number of available shelter beds in the city, county, or region served by a continuum of care,
 - b. The number of people experiencing unsheltered homelessness in the homeless point-in-time count,
 - c. Shelter vacancy rate in the summer and winter months,
 - d. Percentage of exits from emergency shelters to permanent housing solutions,
 - e. A plan to connect residents to permanent housing,

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

f. Any new interim sheltering funded by round 3 funds must be low barrier, comply with Housing First, and prioritize interventions other than congregate shelters.

6. Services coordination:

- Access to workforce,
- Education,
- Training programs,
- Other services needed to promote housing stability in supportive housing,
- Supportive Services for Permanent Supportive Housing Programs: housing-focused, engaging services focused on helping tenants remain housed and linking to desired programs and services to support housing retention. Services should be designed to support the most vulnerable households in achieving their housing goals. Proposals will be accepted for new housing inventory including voucher programs and site-based housing.

7. Coordinated Entry Systems Support: for activities necessary to create regional partnerships and maintain a homeless services and housing delivery system, particularly for vulnerable populations, including families and homeless youth.

- Housing Navigation Services: Dedicated staff to work with homeless individuals and families in gathering eligibility documentation and linking to eligible housing programs,
- Housing Locator Services: Dedicated Housing Locator(s) to serve the full Ventura County CoC by developing relationships with landlords and/or property managers and identify housing opportunities for persons who are homeless in Ventura County,
- Landlord Engagement Efforts: Identifying new landlord partners to utilize housing assistance resources including vouchers and rapid rehousing assistance, providing incentives to landlords to participate in housing programs, serving as a liaison between housing programs, supportive services, and landlords.

8. Shelter improvements:

- Lower barriers,
- Increase privacy.

9. Street Outreach:

- New dedicated street outreach services with expanded hours (evening/weekend coverage) that will work to engage persons and families living on the streets or encampments and link persons to shelter and housing programs.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 3-YOUTH SET-ASIDE) 2025 PROJECT APPLICATION

Attachment B

Outcome Goals: Must be met by June 30, 2025

Outcome Goal #1a: Reducing the number of persons experiencing homelessness.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [2,581] total people accessing services who are experiencing homelessness annually, representing [516] [more] people and a [25%] [increase] from the baseline.
Outcome Goal #1b: Reducing the number of persons experiencing homelessness on a daily basis.
Goal Statement: By the end of the performance period, data for the [Ventura County CoC] will show [1,085] total people experiencing unsheltered homelessness daily, representing [271] [fewer] people and a [20%] [reduction] from the baseline.
Outcome Goal #2: Reducing the number of persons who become newly homeless.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [1,034] total people become newly homeless each year, representing [140] [fewer] people and a [12%] [reduction] from the baseline.
Outcome Goal #3: Increasing the number of people exiting homelessness into permanent housing.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [648] total people exiting homelessness into permanent housing annually, representing [108] [more] people and a [20%] [increase] from the baseline.
Outcome Goal #4: Reducing the length of time persons remain homeless.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [100] days as the average length of time that persons are enrolled in street outreach, emergency shelter, transitional housing, safe haven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing programs annually, representing [29] [fewer] days and a [22%] [reduction] from the baseline.
Outcome Goal #5: Reducing the number of persons who return to homelessness within two years after exiting homelessness to permanent housing.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [2%] of people return to homelessness within 2 years after having exited homelessness to permanent housing, representing [2%] [fewer] people and a [50%] [reduction] from the baseline.
Outcome Goal #6: Increasing successful placements from street outreach.
Goal Statement: By the end of the performance period, HDIS data for the [Ventura County CoC] will show [95] total people served in street outreach projects exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations annually, representing [32] [more] people and a [51%] [increase] from the baseline.

VENTURA COUNTY CONTINUUM OF CARE HOMELESS HOUSING, ASSISTANCE & PREVENTION PROGRAM FOR
YOUTH (HHAP ROUND 4-YOUTH SET-ASIDE) 2023 PROJECT APPLICATION

NOTE: Please submit ONE budget per activity type, if applying for more than one activity

California Homeless Housing, Assistance & Prevention Program (HHAP)				
In accordance with SB 850 (Stats. 2018, ch. 48, § 4.) and under the requirements of Health and Safety Code, Part 2 of Division 31 Chapter 2.8, Section 50490. The program must also meet the requirements of 24 CFR part 576 and related HUD rules.				
Administrative costs are not an eligible expense for applicants under the HHAP program. Staff and overhead costs to administer the program should be classified as program costs rather than administrative costs for state funding. Indirect costs associated with carrying out program related activities should be included in the program budget submitted and not classified as administrative costs. Indirect costs must be approved by VC CoC HHAP Administrator. Per California Business Consumer Services, there is a 7% Indirect Cost Cap.				
Proposed HHAP Budget				
Funding Activities	HHAP Funds	Other Funds	Other Funds	Description/Notes
Delivery of Permanent Housing				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Operational Subsidies				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Homeless Prevention and Shelter Diversion				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Rapid Rehousing				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Interim Sheltering (new and existing)				
Staff Costs				
management	\$18,357			.5 FTE Transition Facilitator
Peer Support/Direct Service	\$7,453			.5 FTE Youth Advocate
Non-Staff Costs				
Interim Housing (room rate)	\$178,752			\$120/night x 1489.6 nights
Food Incidentals	\$44,688			\$30/day x 7 TAY x 7 months (30.4 days)
Transportation Vouchers	\$2,450			\$50/month x 7 TAY x 7 months
Total	\$251,700	\$0	\$0	
Services Coordination				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Coordinated Entry Systems Support				
Staff Costs				
Non-Staff Costs				

Total	\$0	\$0	\$0	
Improvements to Emergency Shelter				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
Street Outreach				
Staff Costs				
Non-Staff Costs				
Total	\$0	\$0	\$0	
TOTAL				

June 11, 2025

VC CoC Governance Board

SUBJECT: Approval to Reallocate Youth Set-Aside Grant Funding in the Homeless Housing Assistance and Prevention (HHAP) Program Round 2 and Authorize Ventura County CoC Staff to Release a Request for Proposals (RFP) for a New Subrecipient.

BACKGROUND: The Ventura County Continuum of Care (VC CoC) was awarded renewal grant funding from the State Department of Housing and Community Development (HCD) for the Homeless Housing Assistance and Prevention (HHAP) Program Round 2 in the amount of \$1.7M with a minimum of ten percent (10%) dedicated to youth set aside programs. Subrecipients were awarded grant funding through a Request for Proposals (RFP) process for the grant term of July 1, 2021, through April 30, 2026. HHAP-2 youth set aside grant funds were awarded to Ventura County Behavioral Health (VCBH) for unaccompanied TAY Rapid Re-housing in the amount of \$16,287.45 and Services Coordination in the amount of \$6,035.36. VC CoC Staff have closely monitored expenditures and performance of each HHAP subrecipient contract to ensure progress is made and expenditure deadlines are met to comply with the State HCD requirements.

DISCUSSION: VC CoC Staff have concerns with delayed monthly reporting, substandard outcomes, and minimal expenditures for both TAY HHAP-2 projects with VCBH. Staff have provided technical assistance on a bi-monthly basis and followed up on requests for invoicing. Due to the delays in spending, staff are recommending reallocation of the remaining balance of \$20,768.30 in TAY HHAP-2 funding to another service provider through a Request for Proposals (RFP) process. The VC CoC Data, Performance & Evaluation Committee would conduct the scoring and ranking of all proposals with a recommendation to be presented to the VC CoC Board for review and approval on August 13, 2025. The HHAP-2 grant term ends on April 30, 2026. Based on the grant term remaining, staff will limit the RFP to HHAP recipients only, to prevent any delays in procurement processes. VC CoC staff recommends the following timeline:

Activity	Deadline
VC CoC staff to release a Request for Proposals (RFP)	June 12, 2025
Request for Proposals due date	July 15, 2025
VC CoC Data Committee Meeting - RFP Recommendation Process	August 6, 2025
VC CoC Staff present a recommendation to VC CoC Board	August 13, 2025

RECOMMENDATIONS:

- 1) Approve the Reallocation of the Continuum of Care (CoC) HHAP-2 Youth Set-Aside Grant Funding in an amount up to \$20,768.30; and
- 2) Authorize VC CoC staff to release a Request for Proposals (RFP) on June 12, 2025 for a new HHAP-2 Youth Set-Aside subrecipient with the proposed timeline.

June 11, 2025

CoC Governance Board

SUBJECT: Authorization to release a Request for Proposals (RFP) to contract with an independent consultant for a full Coordinated Entry System (CES) evaluation and Approve up to \$30,000 in Homeless Housing, Assistance and Prevention (HHAP) Program Grant Administration Funding for the consultant contract for a one-year term.

DISCUSSION: The County of Ventura Human Services Agency is contracted with the County Executive Office (Ventura County Continuum of Care Administrative Entity) to serve as the Homeless Management Information System (HMIS) Lead and the Coordinated Entry System (CES) Lead. Each year, the VC CoC has completed a local assessment of the HMIS and CES to ensure compliance with HUD requirements. VC CoC Staff are recommending that an independent consultant be contracted to complete the full evaluation with the following scope of work:

- Assess the current Coordinated Entry System's effectiveness in meeting its goals;
- Evaluate the system's compliance with HUD Coordinated Entry Standards and our VC CoC policies and procedures;
- Review data on the Coordinated Entry System's performance, such as the number of individuals assessed, prioritized, and placed in housing;
- Identify areas for improvement, including data collection processes, assessment tools, prioritization strategies, and referral processes;
- Make recommendations for changes to the Coordinated Entry System to improve its efficiency, effectiveness, and equity;
- Develop supporting materials and strategies to address suggested solutions;
- Engage with relevant stakeholders, such as CoC partners, service providers, and individuals experiencing homelessness.

VC CoC Staff propose to include the following evaluation criteria to evaluate proposals when selecting a consultant or organization for this CES evaluation:

- Prior experience and expertise in Coordinated Entry System evaluations;
- The proposed methodology and approach to the evaluation;
- The consultant or organization's understanding of the local CoC's needs and goals;
- The proposed timeline and budget for the evaluation;
- The quality of the proposal itself.

Proposed Timeline for Request for Proposals (RFP):

VC CoC Releases RFP for CES Evaluation Consultant	June 25, 2025
Applications due to VC CoC staff	August 1, 2025
VC CoC Data Committee reviews proposals	August 6, 2025
VC CoC Board review and approval	August 13, 2025
VC CoC Agreement finalized with consultant	By September 1, 2025

The VC CoC Data, Evaluation, and Performance Committee will review the proposals received through the RFP on August 6, 2025 using the evaluation criteria proposed above and return to the VC CoC Board with a recommendation for review and approval on August 13, 2025.

RECOMMENDATIONS:

- 1) Authorize VC CoC Staff to release a Request for Proposals (RFP) to contract with an independent consultant for a full Coordinated Entry System (CES) evaluation; and
- 2) Approve up to \$30,000 in Homeless Housing, Assistance and Prevention (HHAP) Program Grant Administration Funding for the consultant contract for a one year term.