

***Transitional Housing Program (THP)  
Round 6 Allocation Acceptance Form***

***Housing Navigation and Maintenance Program (HNMP)  
Round 3 Allocation Acceptance Form***



**Gavin Newsom, Governor  
State of California**

**Tomiquia Moss, Secretary  
Business, Consumer Services and  
Housing Agency**

**Gustavo Velasquez, Director  
Department of Housing and  
Community Development**

**651 West Bannon Street, 8th floor  
Sacramento, CA 95811  
Telephone: (916) 263-2771  
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**October 2024**

Transitional Housing Program (THP) Allocation Acceptance Round 6										Rev. 10/09/24			
<b>County Allocation (select Applicant County in row 7 below):</b>										<b>\$329,802</b>			
Pursuant to item 2240-102-0001 of Section 2.00 of the Budget Act of 2024 (Chapter 22 of the Statutes of 2024) and Chapter 11.7 (commencing with Section 50807) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate funding to counties for the purpose of housing stability to help young adults 18 to 24 years of age, inclusive, secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.													
Housing First													
The Contractor shall certify to employ the core components of Housing First, pursuant to Welfare and Institutions Code Section 8255.													
Allocation Applicant													
Allocation Applicant is a County													
Pursuant to Section 50807(b) of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to develop a formula allocation schedule for the purpose of distributing these funds to counties. The allocation is based on each county's percentage of the total statewide number of young adults 18 through 20 years of age in foster care and homeless unaccompanied young adults (ages 18 through 24).													
Applicant County													
Ventura County													
Legal name of Applicant as stated on resolution: County of Ventura													
Address		800 South Victoria Avenue				City		Ventura		State	CA	Zip	93009
Auth Rep Name		Melissa Livingston		Title		Director		Auth Rep Email		Melissa.Livingston@ventura.org		Phone	805-477-5301
Contact Name		Holly Cole		Title		Human Services Manager		Email		Holly.Cole@ventura.org		Phone	805-477-5439
Address		855 Partridge Drive				City		Ventura		State	CA	Zip	93003
Federal Tax ID Number (FEIN)		95-6000944											
Administrative Fiscal Representative													
Legal Name		County of Ventura			Contact Name		Helina Wu		Contact Email		Helina.Wu@ventura.org		
Phone		805-477-5434	Address		855 Partridge Drive		City		Ventura	State	CA	Zip	93003
File Name:		App Resolution		Reference sample resolution document						Attached to email?		Yes	
File Name:		App GovTIN Form		Reference Taxpayer Identification Number (TIN) document						Attached to email?		Yes	
Use of Funds													
Funds shall be used to help young adults who are 18 to 24 years of age, inclusive, secure and maintain housing with priority given to young adults formerly in the state's foster care or probation systems. Use of funds may include, but are not limited to:													
<ol style="list-style-type: none"> <li>1) Identify and assist housing services for this population in your community;</li> <li>2) Assist this population to secure and maintain housing (with priority given to those in the state's foster care or probation system);</li> <li>3) Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and</li> <li>4) Provide engagement in outreach and targeting to serve those with the most severe needs.</li> </ol>													
Expenditure of Funds													
Any grant funds remaining unexpended as of two years from the "Effective Date" of the fully executed Standard Agreement as stated in the STD 213, paragraph 2, must be returned to the State. Checks shall be payable to the Department of Housing and Community Development and mailed to 651 Bannon Street, 8th floor, Sacramento CA 95811 and must reference the Contract Number.													
Allocation Acceptance Requirements													
<p><b>In order to accept and receive an allocation, applicants must submit the following: 1. Signed Allocation Acceptance form, 2. GovTIN Form, and 3. Signed Resolution. If Signed Resolution is not available by submittal date please include the scheduled date of Board of Supervisors meeting and anticipated date the Signed Resolution will be submitted to the Department. The Department will only accept applications electronically via email no later than 5:00 p.m. on:</b></p> <p style="text-align: center; color: red;"><b>Friday, November 8, 2024</b></p> <p style="text-align: center;">HCD will only accept applications electronically at the following email address:</p> <p style="text-align: center; color: blue;"><a href="mailto:TAY@hcd.ca.gov">TAY@hcd.ca.gov</a></p>													
Reporting Requirements													
Applicant acknowledges and agrees to submit a bi-annual report to the Department for the two years following contract execution addressing the following:													
<ol style="list-style-type: none"> <li>A. Number of program participants served who were homeless at time of program entry;</li> <li>B. Number of program participants served who were in the State's foster care system;</li> <li>C. Number of program participants served who were formerly in the State's foster care or probation systems;</li> <li>D. Number of program participants who exited homelessness into temporary housing;</li> <li>E. Number of program participants who exited homelessness into permanent housing;</li> <li>F. Itemization on use of program fund expenditures;</li> <li>G. Who were the housing navigators or other subcontractor(s)?</li> <li>H. Subpopulation data including:                             <ol style="list-style-type: none"> <li>1. Number of participants that are employed;</li> <li>2. Number of participants identified as LGBTQ+;</li> <li>3. Number of participants having a disability;</li> <li>4. Number of participants with minor children in the household; and,</li> <li>5. Average number of children per household.</li> </ol> </li> </ol>										Yes			
Certification													
<p><b>On behalf of the entity identified in the signature block below, I certify that:</b></p> <p>The information, statements and attachments included in this Allocation Acceptance form are, to the best of my knowledge and belief, true and correct. I possess the legal authority to submit this Allocation Acceptance form on behalf of the entity identified above. In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.</p>													
Melissa Livingston		Director, Human Services Agency				[Signature]				10/29/24			
Printed Name		Title of Signatory				Signature				Date			
Name:		Melissa Livingston		Phone Number:		805-477-5301							
Address:		855 Partridge Drive		City:		Ventura		State:	CA	Zip:	93003		

<b>Housing Navigation and Maintenance Program (HNMP) Allocation Acceptance Round 3</b>		<b>Rev. 10/09/24</b>
<b>County Allocation (select Applicant County in row 7 below):</b>		<b>\$168,962</b>
<p>Pursuant to item 2240-103-0001 of Section 2.00 of the Budget Act of 2024 (Chapter 22 of the Statutes of 2024) and Chapter 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (HSC), the Department of Housing and Community Development (HCD) shall allocate funding to counties for the support of housing navigators to help young adults 18 years and up to 24 years of age, inclusive, secure and maintain housing, with priority given to young adults currently or formerly in the foster care system.</p>		
<b>Housing First</b>		
<p>The Contractor shall certify to employ the core components of Housing First, pursuant to Welfare and Institutions Code Section 8255.</p>		
<b>Allocation Applicant</b>		
<b>Allocation Applicant is a County</b>		
<p>Pursuant to Section 50811 of the HSC, HCD consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to establish the formula allocation for the purpose of distributing these funds to counties. The formula allocation is based on each county's percentage of the total statewide number of young adults 17 through 21 years of age in the foster care and probation system. The allocation excludes Alpine and Mono counties because their calculation did not demonstrate need. The housing navigation and maintenance program for a county that accepts an allocation of money pursuant to this section shall provide training to its child welfare agency social workers and probation officers who serve nonminor dependents. The training shall address an overview of the housing resources available through the local coordinated entry system, homeless continuum of care, and county public agencies, including, but not limited to, housing navigation, permanent affordable housing, THP-Plus, and housing choice vouchers. The training shall also address how to access and receive a referral to existing housing resources, the social worker's and probation officer's role in identifying unstable housing situations for youth, and referring youth to housing assistance programs.</p>		
<b>Applicant County</b>   <b>Ventura County</b>		
<b>Legal name of Applicant as stated on resolution:</b>   <b>County of Ventura</b>		
Address	800 South Victoria Avenue	City   Ventura
State	CA	Zip   93009
Auth Rep Name	Melissa Livingston	Title   Director
Auth Rep Email	Melissa.Livingston@ventura.org	Phone   805-477-5301
Contact Name	Holly Cole	Title   Human Services Manager
Email	Holly.Cole@ventura.org	Phone   805-477-5439
Address	855 Partridge Drive	City   Ventura
State	CA	Zip   93003
<b>Federal Tax ID Number (FEIN)</b>	95-60000944	
<b>Administrative Fiscal Representative</b>		
Legal Name	County of Ventura	Contact Name   Helina Wu
Contact Email	Helina.Wu@ventura.org	
Phone	805-477-5435	Address   855 Partridge Drive
City	Ventura	State   CA
Zip	93003	
<b>File Name:</b>	<b>App Resolution</b>	Reference sample resolution document
		Attached to email?   Yes
<b>File Name:</b>	<b>App TIN</b>	Reference Taxpayer Identification Number (TIN) document
		Attached to email?   Yes
<b>Use of Funds</b>		
<p>The HNMP program funds housing navigators for counties. The role of a housing navigator is to act as a housing specialist to assist young adults with their pursuits of locating available housing and overcoming barriers to locating housing. Housing navigation and maintenance activities may include, but are not limited to:</p> <ol style="list-style-type: none"> <li>1) Assist young adults aged 18-24 years of age, inclusive, secure and maintain housing (with priority access given to young adults in the state's foster care system);</li> <li>2) Provide housing case management which include essential services in emergency supports to foster youth;</li> <li>3) Prevent young adults from becoming homeless; and</li> <li>4) Improve coordination of serves and linkages to key resources across the community including those from within the child welfare system and the local Continuum of Care.</li> </ol>		
<b>Expenditure of Funds</b>		
<p>Any grant funds remaining unexpended as of two years from the "Effective Date" of the fully executed Standard Agreement as stated in the STD 213, paragraph 2, must be returned to the State. Checks shall be payable to the Department of Housing and Community Development and mailed to 651 Bannon Street, 8th Floor, Sacramento CA 95811 and must reference the Contract Number.</p>		
<b>Allocation Acceptance Requirements</b>		
<p><b>In order to accept and receive an allocation, applicants must submit the following: 1. Signed Allocation Acceptance form, 2. GovTIN Form, and 3. Signed Resolution. If Signed Resolution is not available by submittal date please include the scheduled date of Board of Supervisors meeting and anticipated date the Signed Resolution will be submitted to the Department. The Department will only accept applications electronically via email no later than 5:00 p.m. on:</b></p> <p style="text-align: center;"><b>Friday, November 8, 2024</b></p> <p style="text-align: center;">HCD will only accept applications electronically at the following email address:  <a href="mailto:TAY@hcd.ca.gov">TAY@hcd.ca.gov</a></p>		
<b>Reporting Requirements</b>		
<p>Applicant acknowledges and agrees to submit a bi-annual report to the Department for the two years following contract execution addressing the following:</p> <p>A.Number of program participants served with program funds;                  B.Itemization of use of program funds;                  C.Details on housing navigators and other subcontractors;                  D.Number of program participants served who were in the State's foster care system;                  E.Number of program participants who were homeless at time of program entry;                  F.Number of program participants who exited homelessness into temporary housing;                  G.Number of program participants who exited homelessness into permanent housing; and,                  H.Subpopulation data including:</p> <ol style="list-style-type: none"> <li>1.Number of participants that are employed;</li> <li>2.Number of participants identified as LGBTQ+;</li> <li>3.Number of participants with a disability;</li> <li>4.Number of participants with minor children in the household; and,</li> <li>5.Average number of children per household.</li> </ol>		Yes

**Certification**

**On behalf of the entity identified in the signature block below, I certify that:**

The information, statements and attachments included in this Allocation Acceptance form are, to the best of my knowledge and belief, true and correct.

I possess the legal authority to submit this Allocation Acceptance form on behalf of the entity identified above.

In addition, I acknowledge that all information in this application and attachments is public, and may be disclosed by the State.

Melissa Livingston		Director, Human Services Agency				10/29/24		
Printed Name		Title of Signatory		Signature		Date		
Name:	Melissa Livingston			Phone Number:	805-477-5301			
Address:	855 Partridge Drive		City:	Ventura	State:	CA	Zip:	93003