



CENTRAL SIERRA  
Continuum  
of CARE

209-223-1485 x263  
209-533-1397 x251  
CentralSierraCoC.org

Amador, Calaveras, Mariposa and Tuolumne Counties

*Working together to promote a community-wide commitment to the goal of ending homelessness in the Central Sierra Foothills*

**RESPONSE TO REQUEST FOR PROPOSAL  
HHAP ROUND 3**

Please use this format for your response to the HHAP Round 3 RFP

**SECTION ONE**

**COUNTY FUNDING REQUESTED: (check only one)**

- Amador
- Calaveras
- Mariposa
- Tuolumne

**Applicant Information:**

Organization Name: City of Jackson Police Department

Contact Person: Yvonne Kimball

Contact Information: email: ykimball@ci.jackson.ca.us phone: (209) 223-1646

Address: 33 Broadway, Jackson CA 95642

Authorized Signer: Yvonne Kimball, City Manager email: ykimball@ci.jackson.ca.us  
Typed Name and Title

Dollar Amount Requested: \$500,000 Number of Clients to be Served: 100-150



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**Statement of Agreement:**

I, Yvonne Kimball agree with the requirements as stipulated in this Request for Proposal.  
Authorized Signer Name

I also agree with the Central Sierra Continuum of Care Strategic Action Plan and the local Homeless Action Plan for the County in which I am applying for funding as evidenced by the need:

Current number of people experiencing homelessness in said County 321 (2022 PIT count)

Current number of people being served in existing programs in said County 100-150

Gap in services in said County \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorized Signature:**  **Date:** 8.30.2022



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## SECTION TWO

**Narrative: (please type in the box your response(s)).**

An outline of proposed uses of funds requested and an explanation of how the proposed use of funds will complement existing local, state, and federal funds and equitably close the gaps identified in the local homelessness action plan for demographic subpopulations that are underserved.

Respond to all that apply: (Refer to page 3 of the Instructions)

PROPOSED USE OF FUNDS	Explanation of how funds will complement existing funds and close identified gaps
Rapid Rehousing	
Operating Subsidies	
Street Outreach	Currently, the City of Jackson Homeless Outreach program has been performing with one Outreach Coordinator. As this program has evolved, through experiences and success, the interest and trust in the population it serves, continues to grow. An additional Outreach Coordinator is needed to meet the needs of the program to ensure that no person is left without the opportunity to move towards permanent housing. The outreach coordinator often provides transportation to medical appointments, job interviews and access to services



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	<p>provided by county agencies, therefore we are seeking an additional vehicle along with an additional Outreach Coordinator. Our goal is to minimize barriers that may prevent an unhoused person from obtaining and maintaining permanent housing.</p>
<p>Service Coordination</p>	<p>The City of Jackson Homeless Outreach program intends to work with various departments within the City of Jackson to create a program that would allow for education and training in a variety of positions. This would allow a person currently suffering from homelessness the opportunity to transition back into the workforce with confidence while strengthening their civic responsibilities. Our goal is to continue to bolster the relationship within the community and the unhoused by minimizing the impact of the homeless on the community, creating connections with local employers, while developing skills needed to for employment.</p>
<p>Systems Support</p>	
<p>Delivery of Permanent Housing</p>	



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Prevention and Shelter Diversion	
Interim Sheltering	
Improvements	<p>The City of Jackson Homeless Outreach program has determined there is a need for storage that exceeds the space it is currently using. There have been many cases where a client is hospitalized or wanting to enroll in a recovery program but fear they will lose all their possessions. This can become a barrier that prevents acceptance of much needed services. Further, as this program has grown, many community members want to contribute to the cause. Donations are gladly accepted; however, it becomes difficult to find space to store these items. By purchasing a storage container, the Homeless Outreach program will be able to securely store property and much needed donations.</p>

**If awarded, applicants MUST comply with the following: if you agree, initialing each box (electronic or in ink):**

<b>Initials</b>	
YK	<p><b>Housing First:</b> All projects must provide housing and services that are Housing First compliant, per Health and Safety Code Section 5022.5(g), and delivered in a low barrier, trauma informed, and culturally responsive manner. Individuals and families assisted with these funds will not be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services for which these funds are used. Housing First will be adopted including outreach and emergency shelter, short-term interventions like rapid rehousing, and longer-term interventions like supportive housing.</p>
YK	<p><b>Prioritization:</b> Applicants are strongly encouraged to prioritize the use of HHAP funds to assist people experiencing literal homelessness move into safe, stable housing, with a particular focus on rehousing individuals currently living in Project</p>



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Roomkey (PRK) sites. HHAP funding should be housing-focused – either funding permanent housing interventions directly or, if used for shelter or street outreach, have clear pathways to connect people to permanent housing options.	
<b>Youth Set Aside:</b> All programs require use of <b>at least ten percent (10%)</b> of the allocation for services for homeless youth populations, which are defined as unaccompanied youth who are between 12 and 24 years old and experiencing homelessness. Funds spent under this provision must still also comply with the eligible use requirements above.	YK
<b>Coordinated Entry System (CES) and Homeless Management Information System (HMIS):</b> Awarded projects must participate in the CES and HMIS as required by the CSCoC.	YK
<b>Administrative Costs:</b> <b>No more than seven percent (7%)</b> of funding may be expended on administrative costs.	YK

**Describe your partnership(s) with, or plans to use funding to increase partnership with local health, behavioral health, social services, and justice entities and with people with lived experiences of homelessness.**

The City of Jackson Homeless Outreach program currently works with several agencies who provide services to unhoused persons within the City of Jackson. These agencies include, but are not limited to, Amador County Sheriff's Department, Sierra Wind, the Pregnancy Help Center, ATCAA, Operation Care, Amador County Department of Social Services, Amador County Behavioral Health, Victory Village Veterans Center and Roads Home part of the Berkeley project. There are many persons in the unhoused community who have needs that could be fulfilled by these agencies but may not know how to connect with or navigate those services. Often, lack of



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transportation or support will impede an unhoused person from even attempting to receive services. Since the creation of the Clean Haven mobile shower project, many agencies are taking advantage of the opportunity to connect with persons in the unhoused community by coming to a physical location where the unhoused congregate. The Homeless Outreach Coordinator can help to identify needs and make personal connections while offering much-needed moral support. By establishing a good relationship between the City of Jackson Homeless Outreach Coordinator, agencies providing services and the unhoused population, it is apparent there is beginning to be more interest in accepting help.

**Describe specific actions you will take to ensure racial and gender equity in service delivery, housing placements, and housing retention and changes to procurement or other means of affirming racial and ethnic groups that are overrepresented among residents experiencing homelessness have equitable access to housing and services.**

Although the current racial and gender population is not as diverse as it may be in larger metropolitan areas, it is a priority that the City of Jackson Homeless Outreach program be accessible to all persons in the unhoused community. The Homeless Outreach Coordinator recently attending CCES/HMIS trainings regarding creating an educated and safe environment for all persons, regardless of gender



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identification. The information shared was educational in learning how to ask and address persons receiving services with respect and kindness. Further, intentional steps were taken when creating the Clean Haven project to provide an environment that would be inclusive of all persons it services. Providing individual locking bathroom/showers, music for privacy and moving the staging area where people congregate a fair distance from the shower trailer are some of those steps.

The Homeless Outreach Program wants to ensure that all persons feel safe to accept services. Thankfully, there are supportive staff within the City of Jackson staff who speak second languages and are always willing to help bridge possible language barriers.

**Describe how you will make progress in preventing exits to homelessness from institutional settings, including plans to leverage funding from mainstream systems for evidence-based housing and housing-based solutions to homelessness.**  
This program will not be working with institutions.

### SECTION THREE





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**Please complete OUTCOMES for all that apply to this request for funding:**

GOAL	OUTCOME
<p><b>1. Reducing the number of persons experiencing homelessness</b>            a: Annual number of people accessing services who are experiencing homelessness            b: Daily estimate of number of people experiencing unsheltered homelessness</p>	<p><b>Reduced by:</b>            a. Connecting with more homeless will increase the number accessing services            b.</p>
<p><b>2. Reduce the number of people who become homeless for the first time</b></p>	<p><b>Reduced by:</b></p>
<p><b>3. Increasing the number of people exiting homelessness into permanent housing</b></p>	<p><b>Increased by:</b> 20</p>
<p><b>4. Reducing the length of time persons remain homeless – number of days</b></p>	<p><b>Reduced by:</b> 60</p>
<p><b>5. Reducing the number of persons who return to homelessness after exiting homelessness</b></p>	<p><b>Reduced by:</b></p>
<p><b>6. Increasing successful placements from street outreach – to emergency, interim, or permanent housing</b></p>	<p><b>Increased by:</b> 20</p>



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## SECTION FOUR

### **Describe how this project will be sustained in the future:**

The City of Jackson Homeless Outreach program has utilized funding from the CSCOC and will continue to apply for funds as they become available.

### **Describe your management and past experience with similar projects:**

The City of Jackson Homeless Outreach program is a new program to this area. It was created to address gaps in services by identifying and connecting with those experiencing homelessness. Spending face to face time with those experiencing homelessness is necessary to build trust. Not every unhoused person has the same issue preventing them from obtaining housing. Helping to remove those individual roadblocks takes time and patience. Consistent, regular contact is needed as well as support and encouragement. The Homeless Outreach Coordinator has assisted with drug/alcohol rehabilitation placement, establishing contact with family with whom they may have been estranged, transportation to otherwise unobtainable doctor's appointments, support in job interviews and connecting with other agencies. Identifying supportive nonprofit organizations that can offer support to persons experiencing homelessness is also important. They can



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assist the Homeless Outreach Coordinator in removing roadblocks such as vehicle registration, supplies needed to accept work or the fees for required court ordered classes. The Homeless Outreach Coordinator also acts as a liaison between the unhoused population and the community as well as local law enforcement. There is no set list of what is needed, and it is important to be able to understand and adjust to each person. Between creating a program that people experiencing homelessness feel they can receive information and guidance with understanding and kindness and seeing others actual end their journey with homelessness, the overall sense of hope is slowly returning. The goal of the City of Jackson Homeless Outreach program is, and will continue, to help those experiencing homelessness throughout Amador County to help themselves connect to shelter, housing and other service providers.

**Financial Information:** has your organization done an organization audit to meet federal, state or local requirements    X **Yes**     **No**

**If yes:** Provide date and type of most recent audit. If there are unresolved findings, list them and provide a brief narrative as to how they will be resolved and by what date:

September 9/2021 for the 7/20 – 6//21 Fiscal Year



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**If no:** Provide information regarding conducting an audit after the first year if awarded, or obtain a letter of support from a CSCoC member in good standing that will include your HHAP funding in their audit process.

HHAP Round 3 Budget Section Five	Name of Organization				County for Funding Request		
	FY 21/23	FY 22/23	FY 23/34	FY 24/25	FY 25/26	Total all years	
<b>Eligible Use Category</b>							
<b>Rapid Rehousing</b> Youth Set Aside							
<b>Operating Subsidies</b> Youth Set Aside							
<b>Street Outreach</b> Youth Set Aside		\$152,000	\$152,000				
<b>Services Coordination</b> Youth Set Aside		\$15,200	\$15,200				
<b>Systems Support</b> Youth Set Aside		\$80,500	\$80,500				
<b>Delivery of Permanent Housing</b> Youth Set Aside		\$8,050	\$8,050				
<b>Prevention and Shelter Diversion</b> Youth Set Aside							
<b>Interim Shelter</b> Youth Set Aside							
<b>Shelter Improvements to Lower Barriers and Increase Privacy</b> Youth Set Aside							
<b>Administration</b>		17,500	17,500				





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Homeless Outreach Office and will be used to develop and maintain client databases in addition to performing administrative work connected with this program. Total price = \$1,200.00

\* One 40-foot storage container will be purchased to store outreach supplies and items belonging to homeless individuals that have been collected as a result of enforcement activity. Total Price = \$5,000.00

C. Outreach Supplies and Materials – \$35,440.00

\* Includes, but not limited, to resource material, Administration bottled water, snacks, clothing, boots/shoes, personal hygiene items, laundry and public transportation vouchers, DMV assistance, bus/train tickets, hotel rooms, medical assistance, etc. Mobile shower support including water, electricity, propane, maintenance, linen supply and cleaning, and disinfecting cleaning supplies.

D. Other – \$21,840.00

\* Fuel costs \$500.00 a month x 24 months = \$12,000.00

\* Office Rent \$300 a month x 24 months = \$7,200.00

\* Vehicle insurance for 3 vehicles and Mobile Shower = \$1,320 per year x 2 = \$2,640.00

**Services Coordination:**

A. Salary – Total \$104,000.00

\* Public Works Staff member will be responsible for overseeing, training, and assisting homeless individuals while they perform a variety of semi-skilled and unskilled tasks in the maintenance, repair, operation and improvement of streets, sanitary sewer, storm drainage and water systems, parks, public buildings, and related facilities, and to do related work as required. This individual's annual salary is \$36,400, including benefits, and will be covered for the 24 months of the grant.

\* After a selection process, one homeless individual will be selected each year of the grant period to work, part-time, alongside the above



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Public Works Staff member to learn the skills necessary to perform the above related job duties. Each individual's annual salary is \$15.00 an hour for 20 hours a week totaling \$15,600 a year.

B. Equipment Purchases - \$57,000.00

\* One commercial truck will be purchased to provide the Public Works Staff member and the homeless individual transportation to the various job sites throughout the City so the above-mentioned duties can be successfully completed.

**Administration:**

A. Administration Costs – Total \$35,000.00

\* Administration fees cover the cost of preparation and submission of grant applications, fiscal tracking of grant funds, maintaining project files, providing records for fiscal audits and preparing necessary reporting documentation.



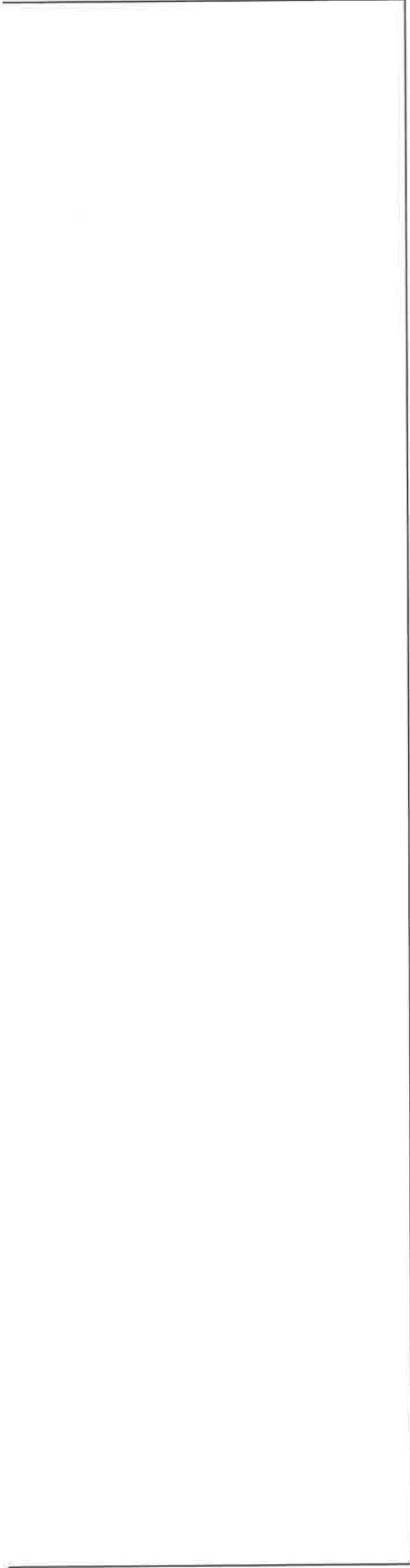
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## Certifications

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.<sup>1</sup>
- 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 reporting requirements applicable to the HHAP program as appropriate for the funding if received.
- d. If 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.
- e. The agency certifies that the funded program will participate in the CSCoC approved CES and HMIS system.

City of Jackson	
Name of Agency	
Yvonne Kimball, City Manager	
Typed Name and Title of Agency Official	
	8.30.2022
Agency Official's Signature	Date of Signature
(209) 223-1646	ykimball@ci.jackson.ca.us
Phone Number of Agency Official	E-Mail Address of Agency Official

<sup>1</sup> 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.