



## 2017-2018 City Planning Grant FAQ Updated as of 08.31.2017

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### APPLICATION & SUBMISSION

**1) Where can I get information on the submission requirements and process?**

Information is available on the Grant seekers page of the Home for Good website ([www.homeforgoodla.org/grantseekers](http://www.homeforgoodla.org/grantseekers)).

**2) How many applications do you anticipate receiving?**

As this is the first time this funding is available, we do not know how many cities will apply. At the same time, based on previous interest we are estimating that at least 30 local cities will apply across Los Angeles County. The Funders Collaborative and the LA County Homeless Initiative have conducted proactive outreach to the cities encouraging them to apply.

**3) Will you be giving any extensions for the application process?**

The deadline is part of a much larger process, which includes submissions, reviews, selection, contracting, etc. and takes into consideration many different calendars. The timeframe for submissions will not be extended for any reason.

**4) Will joint proposals be accepted?**

Up to three (3) bordering or contiguous cities will be permitted to jointly submit a proposal for funding consideration. Funding levels are dependent on the Los Angeles Homeless Services Authority's 2017 Homeless Count (sheltered + unsheltered) for each of the applying cities.

**Below updated as of 08.11.2017**

**5) Will we get to see the scoring rubric prior to submissions?**

Yes, this document is being finalized with the design committee and will be posted online and shared with relevant stakeholders by end of August.

**6) Will we get to see the City Plan template that you are creating prior to submission?**

We will release a list of key issues and priorities to inform all plans, including those that ultimately use the template provided, in early September.

**7) Our city does not have a homelessness plan but does have a consolidated plan should we include it?**



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Cities are welcome to submit a copy of their consolidated plan or excerpts from that plan, if they feel it supports their application.

#### 8) What types of things will we be asked to plan around?

Cities play a unique role in ending homelessness and a complementary one to the County. As LA County works to provide comprehensive services to all communities and homeless residents, cities have a role in areas such as land use policies, first responders, parks and libraries, law enforcement, sanitation and other departments intersecting with homeless residents and the homeless service sector.

**Below updated as of 08.14.2017**

#### 9) Under what circumstances would an extension be granted for the grant term?

At the time of the application, we will accept requests for term extensions. The end of the term was selected purposely to align with public timelines and potential private funding opportunities. The grant term is a deadline for the deliverable, not the extent of the period in which work may happen or expenses may be incurred. An extension of the term may be considered for projects where the coordination and consulting is estimated to last longer than March.

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#### 10) For the second question in Section B, related to our involvement in the Homeless Initiative to date, what exactly are you looking for?

This question is asking applicants to share more about your participation in the planning and implementation of the HI strategies to date. It is a blend of participation in planning, participation in strategy conversations for implementation, and how you have already been engaging with the County HI in relation to their city's efforts. Cities may vary on how often they are participating but what should be most clear from your response is the depth of participation. Your response will give us a sense of where a city is at in terms of their coordination with HI already.

### FUNDING ELIGIBILITY & USES

#### 1) Are there any cities that are ineligible to apply?

Yes. This planning funding is allocated for cities falling under the Los Angeles Continuum of Care. The three cities with their own Continuum of Care are excluded from applying: Glendale, Long Beach and Pasadena.

#### 2) We have to go to City Council for approval to apply, which will not happen until after the close of the application period. Are we ineligible to apply?

No. Please apply and provide a signed letter of commitment, as requested, with leadership/staff signature noting that you will present to your City Council for final approval. Please include the date of the Council meeting.

#### 3) We are a Neighborhood Council, Business Improvement District, or other locally affiliated group within a City. Are we eligible to apply on behalf of our City?



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No, this opportunity is only open for direct applications from cities within the County of Los Angeles within the Los Angeles Continuum of Care. You are, however, strongly encouraged to participate in the city's planning process to develop a robust multi-sector plan.

#### **4) How can I figure out how much my city is eligible to apply for?**

Each city will be eligible to apply based on the number of people identified as experiencing homelessness during the 2017 Homeless Count. Cities with more than 400 homeless individuals will be eligible for \$70,000, 400 to 100 for \$50,000, and less than 100 for \$30,000.

#### **5) How do I find the results of the 2017 Homeless Count for my City to figure out which bracket of funding we are eligible for?**

The Los Angeles Homeless Services Authority (LAHSA) released community-level data for all cities within LA County. This is available at <https://www.lahsa.org/homeless-count>. Please look at the full number identified (shelter + unsheltered).

### **Below updated as of 08.11.2017**

#### **6) We showed zero homeless residents in the 2017 Homeless Count, can we still apply?**

Yes, any city within the LA Continuum of Care is eligible to apply.

#### **7) If we take funding from the portion allocated to the Council of Government in our area are we still eligible to apply for City funds?**

Yes, the funding for Councils of Government and for City Planning Grants serve different purposes. Participating in the CoG contract does not exclude you from applying for City funds.

#### **8) Is there a requirement to go through a procurement process for any consultant we may hire?**

There is no requirement by the County related to procurement of consultants or other contractors for this grant. All local cities should review and follow any local requirements.

#### **9) Can we use some of the funding to support execution of our 2018 Homeless Count?**

Cities that would like to incorporate their 2018 Homeless Count into the process of the planning grant may make that request as it relates to essential data and coordination in support of the creation of a city plan.

#### **10) We are already planning/have created a plan, can we use the funding instead to pilot our next steps?**

No, all funding and requests must relate to creation of a plan or updating a current plan.

#### **11) What types of expenses do you expect to see related to this grant?**

Though all cities may present different approaches that require different expenses, some examples of allowable expenses that may be needed include convening, consulting, materials and supplies, staff lead time, and communications. Please incorporate all required expenses within the total grant award that are justifiable for your planning goals.



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#### 12) Is there a match/leverage requirement?

There is no requirement for this planning grant related to a match or leverage commitment.

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#### 13) Can our plan deal with a targeted department or system within our city rather than a comprehensive plan?

Yes, if it makes the most sense for your city to target its planning efforts you are allowed to submit a targeted application.

#### 14) Can our plan focus on missing links between services? For example can we look at how individuals are lost after dropped off at emergency departments.

Plans may be targeted rather than comprehensive. All plans may address gaps and opportunities for improvement between systems but should focus opportunities that connect to city resources and systems or that are within the cities jurisdiction to impact.

#### 15) How set is my submitted budget?

Your submitted budget should share your best understanding of the project expenses planned. Please investigate contractor rates and estimate based on past planning and convening experiences. If there are alternations that need made after award of funding, they will be directly negotiated with LA County CEO staff.

#### 16) If a strategy already exists for elements can we used this to more fully develop one of those elements?

Funding provided through this award should only be used related to planning. Any testing, piloting, or implementation costs will not be considered through this opportunity.

**Below updated as of 08.16.2017**

#### 17) How do we include adjacent areas into our application that are unincorporated areas of the County? What would be a qualifying total to include for their portion?

For multi-jurisdictional requests that include unincorporated areas of the county, they may be included in the planning but the total available would not apply to those areas (i.e., If an unincorporated area is added with fewer than 100 homeless individuals, you would NOT add \$30,000 to your total request).

### REVIEW & SELECTION

#### 1) How will applications be reviewed?

A group of volunteer reviewers from the Funders Collaborative will be assigned proposals for review. They will read and score all assigned proposals before a deliberation meeting where all proposals will be discussed and consensus will be reached on award recommendations. These award recommendations will be reviewed by both the LA County CEO's office and the Home for Good Funders Collaborative for final decision-making.

#### 2) If I am selected, what requirements will there be?



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All selected cities will be required to send one or more representatives to an early November kick-off event that will launch the learning and planning process. During that launch, all selected partners will have the opportunity to refine their process and planning with the support of their peers, field experts, and the LA County CEO team.

#### 3) Will we get to see the scoring rubric prior to submissions?

Yes, this document is being finalized with the design committee and will be posted online and shared with relevant stakeholders by end of August.

#### 4) What is the City Summit?

All cities will directly receive an invite to the second annual City Summit, scheduled on September 27 8:30am-12noon in the City of Carson.

### Below updated as of 08.11.2017

#### 5) Is there a threshold for eligibility in your scoring system?

No. This is an open and collaborative process. Though there is an element of competition the goal is not to exclude any cities based on where they are currently in their approach, process, size or other factors. We encourage cities of all sizes and all stages in their planning to apply.

#### 6) If we have already started planning or have already committed resources to ending homelessness are we at a disadvantage for this planning grant?

No. We are excited to support cities in building off the progress they have made. As we are in a new landscape with a countywide system and robust service resources, we see this planning grant as an opportunity for all cities to look at where they are given where we are now.

### GRANTEE REQUIREMENTS & GRANT TERM

#### 18) Will there be ongoing planning support for our efforts?

After the initial kick-off meeting, ongoing support will come primarily through any budgeted support and technical assistance that the city incorporated in its grant application. Additional guidance and grant support will come through the LA County CEO's office.

We also encourage you to participate in the voluntary Technical Assistance session for the prospective City Planning Grant applicants that will take place on August 10 at 1:30pm at United Way, 4<sup>th</sup> Floor Conference Room, 1150 South Olive Street, Los Angeles, CA 90015. Please RSVP [HERE](#) by August 4. Space is limited. In order to ensure at least one seat per city, we may need to contact you to prioritize your RSVPs.



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You may also participate in the above TA Session via web by registering at <https://register.gotowebinar.com/register/7382389734053262338>. Call-in number is (866) 901-6455. Access Code is 964-657-641.

### Below updated as of 08.11.2017

#### **19) Is there a requirement to go through a procurement process for any consultant we may hire?**

There is no requirement by the County related to procurement of consultants or other contractors for this grant. All local cities should review and follow any local requirements.

#### **20) What if we can't spend the funding within the grant term?**

There will be allowances made, as requested by cities, for spending during a reasonable transition period after the original grant term where related to the release of the resulting plan. For example, if costs related to meetings and materials are incurred to distribute the plan.

#### **21) Is there a particular plan template that you will provide?**

For cities awarded a planning grant that do not already have a plan around homelessness, a template will be provided to support you in completing the planning process. For those that already have a plan to build off the Homeless Initiative team will work closely with you to ensure all core elements they would like to see planning around are incorporated.

#### **22) How will contracting and payments work if awarded?**

If awarded the County CEO's office will directly contract with your city. Funding will be provided upon completion of the plan unless otherwise negotiated with the county due the needs of your individual planning process.

#### **23) What will the period be for the plan that is created? 3-5 Years? 10 Years?**

Though it will be up to local communities, we encourage a plan that encompasses at least two fiscal years (2018-2020).

### Below updated as of 08.14.2017

#### **24) What happens after we submit of plan in March 2018? Are there funds to help cities implement?**

After March many cities will roll out their plans and begin implementation if that was determined as part of their plan. What implementation looks like will depend on the type of plan created. This planning process is not about building a funding request, but about looking at opportunities where city roles and resources may complement other public and private investments and partnerships. In some cases, cities may choose to identify assets they can redirect to plan implementation, but it is not a requirement of the plan.



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#### SUPPORTING INFORMATION

**1) What are some areas of Measure H that are most applicable for cities?**

The LA County CEO's office has created a list of Homeless Initiative Strategies that are most applicable to cities and this effort. 47 HI Strategies that the Board of Supervisors approved in February 2016 may be viewed [HERE](#). On June 13, 2017, the Board approved Measure H funding for 17 of the original HI strategies, plus four new strategies. Click [HERE](#) for details.

**2) What are some examples of local assets that could be deployed in alignment with Measure H?**

Local resources are those that are locally collected or locally controlled. This includes, but is not limited to, Federal rental subsidies administered by Housing Authorities, Housing Successor Agency Funds, Community Development Block Grants, Federal/State Emergency Solutions Grants, City Departmental Funds and programs (e.g. Police Department, Health Services), and City General Funds.

**3) What is the difference between Housing First and Permanent Supportive Housing?**

Housing First is an approach in which homeless individuals are not required to complete a program, participate in services, or demonstrate sobriety to enter or maintain housing. More can be found at: [http://www.endhomelessness.org/pages/housing\\_first](http://www.endhomelessness.org/pages/housing_first).

Permanent housing with supportive services is a type of housing suited best for our homeless neighbors with high levels of need where intensive services will be required to ensure their housing stability. Paired with a housing first approach, permanent supportive housing has been proven to be an effective solution for our most vulnerable homeless neighbors.

**4) What is HMIS?**

The Homeless Management Information System (HMIS) is the central data platform utilized for client information and case coordination in LA County. Learn more about LA County's HMIS at <https://www.lahsa.org/hmis>.

**5) What does "high acuity" mean in terms of clients?**

High acuity is a term used for clients identified through assessment tools as in need of a high level of services. Though many of our chronically homeless neighbors are high acuity, level of acuity is distinct from chronic homelessness as the level of service need is not necessarily related to the length of homelessness. Please see the [OrgCode blog](#) on this subject for more definitional distinctions.

**6) What is the Coordinated Entry System?**

The Coordinated Entry System (CES) identifies those in need on our streets, in shelter and other uninhabitable locations, assesses their needs, and matches them to the most appropriate housing intervention. There are currently three interconnected systems for individuals, families, and youth, which operate regionally with a nonprofit provider in each geographic area leading a network of additional nonprofit partners. For more information on the Coordinated Entry System, please visit [www.homeforgoodla.org/ces](http://www.homeforgoodla.org/ces).



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**7) What happens if all the funding is not used? What happens if you have more applications than funding?**

If there are fewer cities selected for awards than funds available, the LA County CEO will consider how to move forward and will notify all cities of next steps at that time. If there are more qualified applications than funds, the LA County CEO will consider bringing the challenge to the Board of Supervisors to request additional support.