



HHAP-1 Quarterly Expenditure Report through December 31, 2022

Thank you for filling out the form. Your response has been recorded. Contact calichgrants@bcsh.ca.gov if you have any questions.

Introduction and Jurisdiction Selection

This Homeless Housing, Assistance, and Prevention Program Round 1 (HHAP-1) Quarterly Report of data through December 31, 2022 is **due on Saturday, April 1, 2023**. This report is intended to align with prior quarterly reporting where possible.

Per Health and Safety Code Section 50220(c), jurisdictions that received this grant are required to provide this information as a condition of funding.

Instructions:

After selecting the jurisdiction for which you are reporting below, you will be asked to report on the following:

- Obligations and Expenditures by Eligible Use:** total and youth set aside obligations and expenditures through December 31, 2022 for each eligible use category, including 1) rental assistance and rapid rehousing, 2) landlord incentives, 3) operating subsidies and reserves, 4) outreach and coordination, 5) systems support, 6) permanent housing and innovative solutions, 7) prevention and diversion, 8) navigation centers and emergency shelters, 9) strategic planning and infrastructure development, and 10) administrative costs; you will also be asked to report the *current* obligation status of the funds.
- Budget Modification:** if you are requesting to spend funds differently than in the approved budget on file with CalICH, total budget and youth set aside budget amounts for each eligible use category;
- Contact Information and Certification:** contact information for someone who can answer questions about the information contained in this report, optional comments, and certification of information entered in this report.

Please note that this form does not need to be completed in one sitting. If you would like to come back to your report later, click the save button at the bottom of the page, and you can save the form link or have the link emailed to yourself and/or your colleagues.

If you have any questions about the report, please email us at calichgrants@bcsh.ca.gov and include "HHAP-1 Quarterly Report" in the subject line.

Jurisdiction Selection

Select the HHAP-1 jurisdiction for which you are submitting this report below and confirm that the contract number and award amount associated with the selected jurisdiction are accurate before proceeding in the report.

Please select your jurisdiction

Fresno County

The selected jurisdiction is associated with contract number **20-HHAP-00096** and a total award in the amount of **\$2,325,640.36**. Please confirm that the selection is accurate before proceeding in this form.

Obligations and Expenditures by Eligible Use

Definitions:

Obligated: The amount of HHAP-1 funding for which the grantee has placed orders, awarded contracts, received services, or entered into similar transactions that require payment. The amount obligated should include all amounts that were expended. An amount obligated will always be equal to or greater than the amount expended.

Expended: The amount of HHAP-1 funding for which the grantee has obligated grant dollars under contract or subcontract that have been fully paid and no invoices remain outstanding.

Grant Start Date: The date the contract for HHAP funding was executed, or signed, by the Secretary of the Business, Consumer Services, and Housing Agency. This date can be found on the second page of the executed STD 213 Standard Agreement Cover Page.

Did your jurisdiction obligate or expend any HHAP-1 funds, including youth and non-youth funds, from the grant start date through December 31, 2022?

Yes

Instructions:

In the form below, report the jurisdiction's HHAP-1 cumulative total and Youth Set Aside obligations and expenditures from the grant start date **through December 31, 2022**.

Report the **total combined youth and non-youth funds** obligated and expended for each eligible use category in the "Total Obligated" and "Total Expended" fields.

If Youth Set Aside funds were obligated or expended for a given eligible use, enter the Youth Set Aside amounts in the "Youth Set Aside Obligated" and "Youth Set Aside Expended" fields.

Enter "0.00" if you did not obligate or expend any funds.

After entering the fiscal data, check your totals at the bottom of the page and confirm they are accurate before proceeding in the report.

Rental Assistance and Rapid Rehousing

Total Obligated	Total Expended
\$311,042.22	\$0.00

Did you obligate or expend Youth Set Aside funds for Rental Assistance and Rapid Rehousing?

No

Landlord Incentives

Total Obligated	Total Expended
\$0.00	\$0.00

Did you obligate or expend Youth Set Aside funds for Landlord Incentives?

No

Operating Subsidies and Reserves

Total Obligated	Total Expended
\$999,656.64	\$597,245.84

Did you obligate or expend Youth Set Aside funds for Operating Subsidies and Reserves?

Yes

Youth Set Aside Obligated	Youth Set Aside Expended
\$144,418.38	\$73,159.83

Outreach and Coordination

Total Obligated	Total Expended
\$250,000.00	\$192,840.08

Did you obligate or expend Youth Set Aside funds for Outreach and Coordination?

No

Systems Support

Total Obligated	Total Expended
\$0.00	\$0.00

Did you obligate or expend Youth Set Aside funds for Systems Support?

No

Permanent Housing and Innovative Solutions

Total Obligated	Total Expended
\$0.00	\$0.00

Did you obligate or expend Youth Set Aside funds for Permanent Housing and Innovative Solutions?

No

Prevention and Diversion

Total Obligated	Total Expended
\$297,723.92	\$115,489.22

Did you obligate or expend Youth Set Aside funds for Prevention and Diversion?

No

New Navigation Centers and Emergency Shelters

Total Obligated	Total Expended
\$0.00	\$0.00

Did you obligate or expend Youth Set Aside funds for New Navigation Centers and Emergency Shelters?

No

Strategic Planning and Infrastructure Development

No more than 5 percent of the total allocation may be obligated and expended for strategic planning and infrastructure development. These costs for your jurisdiction must not exceed **\$116,282.02**.

Total Obligated	Total Expended
\$50,000.00	\$0.00

Administrative Costs

No more than 7 percent of the total combined allocation may be obligated or expended for administrative costs. Administrative costs for your jurisdiction must not exceed **\$162,794.83**.

Total Obligated	Total Expended
\$162,794.82	\$44,684.26

Check Your Totals

Confirm that the sum of the amounts obligated and expended match your records before proceeding in the report. The total amounts obligated and expended must not exceed the total award amount of **\$2,325,640.36**.

Sum of Total Obligations	Sum of Total Expenditures
\$2,071,217.60	\$950,259.40

Sum of Youth Set Aside Obligations	Sum of Youth Set Aside Expenditures
\$144,418.38	\$73,159.83

Current Obligation Status

Per Health and Safety Code Section 50220(a)(4), on or before May 31, 2023:

Cities and Continuums of Care must contractually obligate 50 percent of HHAP-1 funds. If less than 50 percent is obligated after May 31, 2023, Cities and Continuums of Care may not expend any remaining portion of the 50 percent required to have been obligated until CallCH approves an alternative disbursement plan submitted by the grantee that includes an explanation for the delay.

Counties must contractually obligate the full HHAP-1 allocation awarded to them. Any funds that are not contractually obligated by this date will be reverted to the Continuum of Care that serves the County.

Instructions

In the field below, to the best of your knowledge, please estimate or provide the amount of HHAP-1 funds that have been obligated as of the submission of this report.

Note that this is the only component of this report that asks for data beyond December 31, 2022.

CallCH is collecting this information for planning purposes to support grantees with successfully meeting the obligation deadline.

Fresno County must obligate **\$2,325,640.36** by May 31, 2023.

Current Amount Obligated

\$2,264,057.68

Based on the amount you reported above, you must obligate an additional **\$61,582.68** by May 31, 2023 in order to meet the obligation deadline requirement.

Budget Modification

A budget modification is required for any decrease or increase to the total budgeted or expended for any eligible use category based on regional needs.

Does your jurisdiction need to submit a Budget Modification?

Yes

Instructions:

In the form below, provide the revised budget.

Enter the total budget for each HHAP-1 eligible use category. The budgeted amount should include both youth and non-youth budgeted amounts. The sum of the amounts budgeted for each eligible use category must be equal to the total HHAP-1 allocation.

If you are funding a Youth Set Aside project with an eligible use category, enter the amount of the Youth Set Aside budget for that category. The sum of the Youth Set Aside budgets must be at least 8 percent of the total allocation.

The budget for administrative costs must not exceed 7 percent of the total combined allocation.

Enter "0.00" if you did not budget any funds.

As a reminder, **Fresno County's** total HHAP-1 allocation is in the amount of **\$2,325,640.36**. Your jurisdiction must budget at least **\$186,051.23** for the Youth Set Aside. The budget for strategic planning and infrastructure development must not exceed **\$116,282.02**, and the budget for administrative costs must not exceed **\$162,794.83**.

Rental Assistance and Rapid Rehousing

Total Budget

\$311,042.22

Are you planning to fund Rapid Rehousing as part of the Youth Set Aside?

No

Landlord Incentives

Total Budget

\$0.00

Are you planning to fund Landlord Incentives as part of the Youth Set Aside?

No

Operating Subsidies and Reserves

Total Budget

\$1,061,239.32

Are you planning to fund Operating Subsidies and Reserves as part of the Youth Set Aside?

Yes

Youth Set Aside Budget

\$186,051.23

Outreach and Coordination

Total Budget

\$442,840.08

Are you planning to fund Outreach and Coordination as part of the Youth Set Aside?

No

Systems Support

Total Budget

\$0.00

Are you planning to fund Systems Support as part of the Youth Set Aside?

No

Permanent Housing and Innovative Solutions

Total Budget

\$0.00

Are you planning to fund Permanent Housing and Innovative Solutions as part of the Youth Set Aside?

No

Prevention and Diversion

Total Budget

\$297,723.92

Are you planning to fund Prevention and Diversion as part of the Youth Set Aside?

No

New Navigation Centers and Emergency Shelters

Total Budget

\$0.00

Are you planning to fund New Navigation Centers and Emergency Shelters as part of the Youth Set Aside?

No

Strategic Planning and Infrastructure Development

No more than 5 percent of the total allocation may be budgeted for strategic planning and infrastructure development. These costs for your jurisdiction must not exceed **\$116,282.02**.

Total Budget

\$50,000.00

Administrative Costs

No more than 7 percent of the total combined allocation may be budgeted for administrative costs. Administrative costs for your jurisdiction must not exceed **\$162,794.83**.

Total Budget

\$162,794.82

Check Your Totals

The sum of the amounts budgeted for each eligible use category must be equal to the total HHAP-1 allocation in the amount of **\$2,325,640.36**.

Sum of Budgets

\$2,325,640.36

The sum of the amounts budgeted for each Youth Set Aside eligible use category must be at least 8 percent of the total combined allocation. You must budget at least **\$186,051.23** for the Youth Set Aside.

Sum of Youth Set Aside Budgets

\$186,051.23

Reason for the Request and Resulting Changes

Instructions:

Provide explanations below for each question. Your responses may be brief, but they should be detailed enough so we understand the circumstances that have changed in your community and the specific activities and costs that you are requesting to change.

What prompted the need for this change?

Earlier joint planning between the regional partner jurisdictions called for the CoC's CESH Round 2 funds to support the development of a plan to address homelessness for victims of domestic violence, but due to delays in the procurement process a vendor was not selected prior to the CESH-2 obligation deadline. Instead, savings in the Street Outreach services supported with the County's HHAP-1 grant will be used to support community-wide planning efforts through the development of a homelessness action plan for victims of domestic violence. Additional residual funds will also be reallocated to extend Triage Center Emergency Shelter services.

At the program level, what will be added, expanded, or augmented in the newly proposed budget?

The Strategic Homelessness Planning category budget has been increased by \$50,000 in alignment with the total cost of the development of a strategic homelessness plan for victims of domestic violence. Additionally, the Operating Subsidies category budget has been increased by \$7,159.92 using residual savings from the Outreach and Coordination budget to extend and provide ongoing support for the Triage Center Emergency Shelter services in conjunction with the County and CoC's HHAP Rounds 2 and 3 funding.

At the program level, what will be removed, reduced, or eliminated in the newly proposed budget?

The Outreach and Coordination budget has been reduced by \$57,159.92, to account for savings in the Kings View Street Outreach contract in prior fiscal years and in alignment with the amended MOU budget with the County of Fresno Department of Behavioral Health for Street Outreach services in upcoming terms. The reduced budget will not impact Street Outreach service capacity. The funding available through program cost savings will be reallocated to the Strategic Homelessness Planning and Operating Subsidies categories.

Budget Modification Considerations

Instructions:

Understanding that modifying the HHAP-1 budget will impact many or all aspects of program projections, certify the following statements:

In creating our updated budgets, we have considered the impact the new budget will have on our HHAP goals and feel confident that we will maintain progress towards achieving said goals;

Yes

The updated budget continues to maintain all Housing First guidelines and considerations; and

Yes

The updated budget considers resources available, and impact to, overlapping jurisdictions within our region, and regional partners have been informed of the intended change in programming.

Yes

Contact Information and Certification

Instructions:

Provide contact information for someone who can answer questions about the details in this report, provide optional comments about the information entered into this report, check the certification box, and submit the report after confirming that all information entered is accurate and complete.

Name

Cynthia Witrigo Cardenas

Position/Title

Staff Analyst

Email

witrac@fresnocountyca.gov

Phone

(559) 600-2778

Please provide any comments about the information in this report (optional)

Fresno County certifies that all information included in this report is true and accurate to the best of their knowledge.

Yes