



WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
744 P Street • Sacramento, CA 95814 • www.cdss.ca.gov



EDMUND G. BROWN JR.
GOVERNOR

April 6, 2018

Mike Dent
Nevada County Department of Health and Human Services – Department of Social Services
950 Maidu Ave, Suite 120
Nevada City, CA, 95959

Dear Director Dent,

Congratulations! I am pleased to inform you that your county has been selected to receive additional funding for the Housing and Disability Advocacy Program (HDAP) authorized per Assembly Bill (AB) 1603 (Chapter 25, Statutes of 2016). Additional funds in the amount of \$69,165 will be added to your first round allocation of \$81,897, for a total final allocation in the amount of \$151,062. These funds are available for use through June 30, 2020.

Attached you will find the HDAP certification which requires the County Welfare Department Director signature. Please note: the county will need to complete the final HDAP allocation, the county HDAP match, and the number of individuals the county is targeting to serve for the duration of the program (through June 30, 2020). Counties are encouraged to review the targets previously submitted to the CDSS in conjunction with the final allocation to develop an accurate goal. Please contact the Housing and Homelessness Bureau if the county needs assistance. The completed HDAP Director Certification should be submitted to housing@dss.ca.gov no later than April 30, 2018.

As indicated in the initial HDAP allocation letter, counties that receive HDAP funding are required to claim all HDAP costs on the County Expense Claim on a quarterly basis by performing time studies and utilizing the identified HDAP program code. If you have any questions regarding the claiming instructions, please direct them to the Fiscal Policy and Analysis Bureau at fiscal.systems@dss.ca.gov.

CDSS thanks you for your proposal and looks forward to partnering with you on the implementation of your HDAP. If you have any questions, please contact me at Alicia.Sutton@dss.ca.gov or at (916) 651-5155.

Sincerely,

ALI SUTTON
Chief, Housing, Homelessness and Civil Rights Branch

c: Brendan Phillips, Housing Resource Program Manager

Enclosure

**Housing and Disability Advocacy Program (HDAP)
County Welfare Director Certification**

The California Department of Social Services (CDSS) allocates the funding amount indicated below for the purposes of implementing a Housing and Disability Advocacy Program (HDAP), pursuant to Assembly Bill (AB) 1603 (Chapter 25, Statutes of 2016).

County Name	Nevada
HDAP State Funding Allocation	\$151,062
HDAP County Match Amount (minimum)	\$151,062
Target number of individuals to provide HDAP services (i.e. all four components: outreach, case management, disability benefits advocacy and housing):	48

To accept the HDAP funding, the County Welfare Department Director shall complete, sign and return this certification. In order to receive HDAP program reimbursements, the county shall comply with the following HDAP funding terms and conditions:

1. Ensure a county representative is present for CDSS-hosted HDAP trainings and meetings. The HDAP program point of contact in my county is:

Name: Brendan Phillips

Title: Housing Resource Program Manager

Phone Number: (530) 265-1725

Email Address: Brendan.phillips@co.nevada.ca.us

2. Operate an HDAP consistent with the Housing First core components specified in Welfare and Institutions (W&I) Code section 8255.

3. Ensure the HDAP is implemented according to the approved county HDAP proposal; any changes to the program description, implementation timeline or budget will be submitted to the CDSS for approval within 30 calendar days.


4. Match state HDAP funds with county funds on a dollar-for-dollar basis and maintain the level of funding expending by the county for HDAP related services in the 2015-16 fiscal year.

5. Seek reimbursement of funds used for housing assistance, general assistance, and/or general relief from the federal Commissioner of Social Security pursuant to the Interim Assistance Reimbursement agreement (IAR) authorized by Section 1631(g) of the federal Social Security Act.

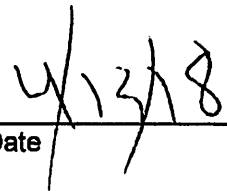
6. Provide HDAP data elements listed in W&I Code Section 18999 in addition to data requested by CDSS, including a monthly data report, and comply with requests from the CDSS regarding implementation updates and program outcomes.

7. Target providing outreach, case management, disability benefits advocacy and housing assistance to the number of individuals experiencing homelessness and eligible for HDAP indicated above.
8. Ensure the HDAP collaborates with the local homeless Continuum of Care and coordinated entry systems and ensure chronically homeless individuals are given the highest priority and have access to HDAP services. Prioritization will be based on assessment tools utilized by the coordinated entry system or alternative screening tools when convincing evidence suggest a reason for doing so.
9. Ensure the HDAP collaborates with other county departments, including those responsible for health, including behavioral health, and human or social services, at minimum. Collaboration includes sharing information necessary to pursue disability benefits (e.g., medical records, etc.).
10. HDAP staff will ensure clients understand client participation in housing assistance services is voluntary and not a required program component.
11. Acknowledge that the CDSS reserves the right to reallocate HDAP funds should the CDSS determine it is appropriate or necessary to maximize program impact throughout the state.

I, Mike Dent, CWD of Nevada county, certify that the county will comply with the funding terms and conditions indicated above.



CWD Director Signature



Date