

ATTACHMENT A – COVER PAGE

Use this checklist to ensure that all items requested have been included.

Items Completed		Page (s)
1.	Attachment A – Cover Page	Pg 1
2.	Attachment B – Statement of Certification	Pg 2
3.	Attachment C – Licenses, Permits, and/or Certifications	Pg 3
4.	Attachment D – Certification Regarding Debarment or Suspension; California Secretary of State Business Entity Registration	Pg 4
5.	Attachment E – Budget	Pg 5
6.	Attachment F – Reserved	N/A
7.	Attachment G – Employment of Former County Officials	Pg 6
8.	Attachment H – Exceptions to RFA	Pg 7
9.	Attachment I – Public Records Act Exemptions	Pg 8
10.	Attachment J – Indemnification and Insurance Requirements Affidavit	Pg 9
11.	Attachment K – HHAP-3 Project Application	Pg 10

Applicant Name: **ADAP- House of Hope**

Address: **17977 Merrill Ave, Fontana, CA 92335**

Mailing Address (if different):

Telephone No.: **909-963-9262**

FAX No.: **760-628-2098**

Email Address: **hgpgodsforlife@aol.com**

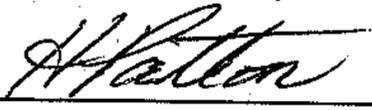
Federal Tax ID: **82-0926424**

RFA Contact (Name/Title): **Geddes Mohammed- Grant Writer**

Name of Authorized Representative: **Harold Patton**

Title of Authorized Representative: **Executive Director**

By signing below, the individual acknowledges that he/she has the authority to bind the Applicant to the terms of the Application. The individual further acknowledges that he/she has read and understands the RFA, the contents of the Application and the Attachments, and attests to the accuracy of the information submitted therein.

Signature of Authorized Representative: 

Date: **May 17, 2023**

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Date: _____

**ATTACHMENT B
STATEMENT OF CERTIFICATION**

The following statements are incorporated in our response to San Bernardino County.

	Statement	Agree (initial)	Disagree with qualification (initial and attach explanation)
1.	The offer made in the Application is firm and binding for nine (9) months from the Deadline for Applications.	HP	
2.	All declarations in the Application and attachments are true and that this shall constitute a warranty, the falsity of which will entitle the County to pursue any remedy by law.	HP	
3.	Applicant agrees that all aspects of the RFA and the Application submitted shall be binding if the Application is selected and a Contract awarded.	HP	
4.	Applicant agrees to provide the County with any other information the County determines is necessary for an accurate determination of the Applicant's ability to perform the Services as proposed.	HP	
5.	Applicant, if selected will comply with all applicable rules, laws and regulations.	HP	
6.	The RFA has been reviewed in its entirety and Applicant has no exceptions to any requirements, terms, or conditions, except as noted in Attachment H.	HP	

**ATTACHMENT C
LICENSES, PERMITS, and/or CERTIFICATIONS**

TYPE (ie: License, Permit, Certifications)

EXPIRATION

Include DIR Registration No. of Contractor and Subcontractors

0588731 Business License -Fontana		
973502 Business license San Bernardino		

ATTACHMENT D

**CERTIFICATION REGARDING DEBARMENT OR SUSPENSION; CALIFORNIA SECRETARY OF
STATE BUSINESS ENTITY REGISTRATION**

In compliance with contracts and grants Contracts applicable under the U.S. Federal Awards Program, the following certification is required by all Applicants submitting a response to this RFA:

1. The Applicant certifies, to the best of its knowledge and belief, that neither the Applicant nor its Principals are suspended, debarred, proposed for debarment, or declared ineligible for the award of contracts from the United States federal government procurement or non-procurement programs, or are individually or collectively listed as such in the United States General Services Administration's System for Award Management (SAM) website (www.sam.gov).
2. The Applicant certifies, to the best of its knowledge and belief, that neither any subcontractor listed in its Application, nor subcontractor's Principals are suspended, debarred, proposed for debarment, or declared ineligible for the award of contracts from the United States federal government procurement or non-procurement programs, or are individually or collectively listed as such in the United States General Services Administration's System for Award Management (SAM) website (www.sam.gov).
3. "Principals," for the purposes of this certification, means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g., general manager, plant manager, head of a subsidiary, division, or business segment, and similar positions).
4. The Applicant shall provide immediate written notice to the Purchasing Agent if, at any time prior to award, the Applicant learns that this certification was erroneous when submitted or has become erroneous by reason of changes in circumstances.
5. This certification is a material representation of fact upon which reliance will be placed when making the award. If it is later determined that the Applicant rendered an erroneous certification, in addition to other remedies available to the San Bernardino County government, the County may terminate the Contract resulting from this RFA for default.
6. Applicant affirms that neither it, nor any subcontractor listed in the Application, has any recent unsatisfactory performance with the County during the past twenty-four (24) months at a minimum.
7. Applicant also certifies that if it or any of the subcontractors listed in the Application are business entities that must be registered with the California Secretary of State, they are registered and in good standing with the Secretary of State.

ATTACHMENT E – BUDGET

A detailed budget is required for each Application submission. Use this page as the cover sheet for the Budget.

ADAP HOUSE OF HOPE BUDGET

ADAP HOUSE OF HOPE -OPERATION RECOVERY OF HOMELESS INDIVIDUALS

Budget

EMERGENCY SHELTER -Eight Bed Home for Emergency Shelter

EXPENSES

RENT	\$38,00	\$45,600
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SECURITY DEPOSIT	\$3,800	
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STAFFING

RESIDENTIAL MGR (!5 HRX 176)	\$1640	\$19,680
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ASST MANGER (\$14 hr x 64)	\$896	\$10,752
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UTILITIES

WATER	\$40	
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SCE	\$176	
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SOCAL GAS	\$56	
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Cable/phone /internet	\$155	
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TOTAL LIABILITIES	\$427	\$5124
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LIABILITY INSURANCE	\$93	\$1116
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FOOD	<u>\$560</u>	<u>\$6720</u>
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TOTAL EXPENSES	\$10,616	\$89,880
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STREET OUTREACH STAFF (2X PART TIME X \$14 X 64)	\$10752 X2 =	\$21,504
---------------------------------------------------------	---------------------	-----------------

FUNDING FOR SUPPORT SERVICES TO CLIENTS		\$ 35,000
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TOTAL FUNDING REQUESTED		\$146,384
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ATTACHMENT F – RESERVED

Attachment not required.

ATTACHMENT H – EXCEPTIONS TO RFA

Not Applicable

APPLICANT NAME _____

ADDRESS _____

TELEPHONE # _____ FAX # _____

I have reviewed the RFA in its entirety and have the following exceptions: (Please identify and list your exceptions by indicating RFA, the Section or Paragraph number, and Page number, as applicable. Be specific about your objections to content, language, or omissions. Add as many pages as required.)

ATTACHMENT J - INDEMNIFICATION AND INSURANCE REQUIREMENTS AFFIDAVIT

**THE APPLICANT'S INSURANCE COMPANY(S) OR INSURANCE AGENT MUST COMPLETE THIS FORM
AND
THE APPLICANT MUST SUBMIT THIS COMPLETED AFFIDAVIT WITH THE APPLICATION.**

I, the undersigned (Please check one box) underwriter agent/broker, certify that I and the Applicant listed below have jointly reviewed the "Insurance Requirements" in this Request for Application (RFA). If the County of San Bernardino ("County") awards the Applicant the Contract for this project, I will be able—within fourteen (14) calendar days after the Applicant is notified of the Contract's award—to furnish the County with all the required, insurance certificate(s) and endorsement(s) as specified in Section X, Paragraph B. Indemnification and Insurance Requirements.

Elite Professional Insurance Svcs. 5/10/2023
 Insurance Broker / Agency Name Date
 Tamara Jackson *Tamara Jackson*
 Insurance Broker's / Agent's Name (Printed) Insurance Broker's / Agent's Name (signature)
 40575 Cal Oaks Rd. D-2 #155 Murrieta, CA 92562
 Address City State Zip Code
 951-244-1350 Eliteinsurance1@outlook.com
 Telephone Number FAX Number Email Address

Applicant's Name County RFA Name and Number

Below State the Name of Insurance Company Providing Coverage:
 DO NOT write "Will Provide," "To Be Determined," "When required," or similar phrases.

<u>Nonprofits Insurance Alliance</u>	<u>TBD</u>
<u>Commercial General Liability</u>	<u>Automobile Liability</u>
	<u>TBD</u>
<u>Workers' Compensation Liability</u>	<u>Professional Liability</u>
<u>TBD</u>	<u>TBD</u>
<u>Cyber Liability</u>	<u>Pollution Liability</u>
<u>TBD</u>	
<u>Sexual Abuse Liability</u>	

[NOTE TO APPLICANT: See Section X, Paragraph B. Indemnification and Insurance Requirements, for details on the basic requirements and types of insurance for this agreement.]

NOTE TO THE UNDERWRITER / AGENT-BROKER: If the insurance forms that the Applicant submits to the County do not fully comply with the Insurance Requirements, and/or if the Applicant fails to submit the forms within the 14-day time limit, the County may: (1) declare the Applicant's Application non-responsive, and (2) award the Contract to the next highest ranked Applicant.
 If you have any questions about the Insurance Requirements, please contact Mr. Rafael Viteri, County of San Bernardino - Risk Management Department, at (909) 386-8730 or via e-mail rviteri@rm.sbcounty.gov (Please provide name of RFA with your email question(s)).

ATTACHMENT K
HHAP-3 PROJECT APPLICATION

Purpose

The California Homeless Housing, Assistance and Prevention Program, Round 3 (HHAP-3) is a \$1 billion dollar block grant program designed to provide Continuums of Care, counties, large cities, and federally recognized tribes with grant funds to support regional coordination and to expand or develop local capacity to address immediate homelessness challenges throughout the state.

Program Overview

HHAP Round 3 funding is designed to build on regional coordination developed through previous rounds of HHAP grant funding, as well as the Homeless Emergency Aid Program (HEAP) and COVID-19 funding administered by Cal ICH. HHAP Round 3 funds should be used to continue to build regional coordination and a unified regional response to reduce and end homelessness informed by a best-practices framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

On January 25, 2023, the SBC CoC Interagency Council on Homelessness (ICH) authorized the San Bernardino County Office of Homeless Services (OHS) to release a Request for Applications (RFA) for the SBC CoC to fund \$2,902,994.85 in HHAP-3 eligible activities throughout San Bernardino County to be distributed as follows:

- a. **\$1,417,232.87** - Central Valley Region which encompasses the cities of Colton, Fontana, Grand Terrace, Highland, Loma Linda, Redlands, Rialto, San Bernardino, Yucaipa, and the surrounding unincorporated communities.
- b. **\$518,169** - Desert Region which encompasses the cities of Adelanto, Apple Valley, Barstow, Hesperia, Victorville, and the surrounding unincorporated communities.
- c. **\$162,725** - East Valley Region which encompasses the cities of Needles, Twentynine Palms, Yucca Valley, and the surrounding unincorporated communities.
- d. **\$141,817** - Mountain Region which encompasses the City of Big Bear Lake and the unincorporated San Bernardino mountain communities which include Big Bear, Blue Jay, Cedar Glen, Cedarpines Park, Crestline, Forest Falls, Green Valley Lake, Lake Arrowhead, Rimforest, Running Springs, Skyforest, Sugarloaf, and Twin Peaks.
- e. **\$350,901** - West Valley Region which encompasses the cities of Chino, Chino Hills, Montclair, Ontario, Rancho Cucamonga, Upland, and the surrounding unincorporated communities.
- f. **\$312,149.98** for countywide services to unaccompanied homeless youth populations

All project proposals will be evaluated for compliance with eligible uses of HHAP-3 funds as identified in Section V.B.1 of this RFA and the core components of Housing First as defined in state Welfare and Institutions Code 8255(b).

In addition, project proposals for CoC HHAP-3 funds must align with one or more of the Strategies to Achieve Outcome Goals identified above in Section V.A. and outlined in Table 5 (attached as Exhibit B) of the CoC Local Homelessness Action Plan and identify how many units, beds and/or households served the project will contribute to achieving the following results:

1. At least 300 new units of permanent supportive and/or service-enriched housing will be occupied by June 2024.
2. At least 300 additional households will exit homelessness and achieve permanent housing stability through rapid rehousing activities by June 2024.
3. At least 200 additional shelter/interim housing beds will be occupied by January 2024.
4. At least 500 households living housing insecure and/or at-risk of homelessness will be prevented from becoming homeless through systemwide diversion and prevention strategies.
5. At least 500 households at imminent risk of homelessness will be prevented from becoming homeless through eviction prevention strategies.
6. At least 100 high utilizers of safety net services and experiencing chronic homelessness will achieve permanent housing stability by January 2024.

(Please note that individual project proposals are expected to *contribute to* the identified strategic outcome goals and not achieve the identified outcome goals through a single project.)

Instructions

- Carefully read the entire RFA and attached documents.
- Answer all questions as specifically and completely as possible.
- Type your answers, do not print.
- If proposing services for more than one region, submit a separate Application for each region.
- Can only propose service categories listed under each region; can check more than one service category per region.
- A detailed budget is required for each Application.

A. Applicant Information	
1.	Name of Applicant: ADAP- House of Hope
2.	Applicant's Legal Name: ADAP- House of Hope
3.	Address: 17977 Merrill Ave City: Fontana State: CA Zip: 92335
4.	Mailing Address (if different than above): City: State: Zip:
5.	Contact Person: Harold Patton
6.	Title: Executive Director
7.	Contact Phone: 909-963-9262
8.	Contact Email: hgpgodsforlife@aol.com

B. Applicant Statement of Experience and Qualifications	
1.	Business name of the Applicant and type of legal entity such as corporation, partnership, etc. If Applicant is a business entity that must be registered with the California Secretary of State, Applicant shall provide the County the entity number assigned to it by the Secretary of State ADAP -House of Hope - Non profit 501(3)c Corporation
2.	Number of years the Applicant has been in business under the present business name, as well as related prior business names. ADAP has been in business since 2018 (5 Years)
3.	Do you have any commitments or potential commitments that may impact your ability to perform the Contract if awarded? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain.

C. Regions/Strategies to Achieve Outcome Goals (must submit a separate Application for each region)	
1.	Regional or Countywide Youth Serving Project Indicate the SBC CoC Region in which the proposed project service activities will be provided: <input checked="" type="checkbox"/> Central Valley Region <input type="checkbox"/> Desert Region <input type="checkbox"/> East Valley Region <input type="checkbox"/> Mountain Region <input type="checkbox"/> West Valley Region <input type="checkbox"/> Services specifically for Homeless Youth

2.	Strategies to Achieve Outcome Goals
	<p>Indicate which of the strategies to achieve outcome goals the proposed project service activities are designed to help meet (select as many as applicable for this project).</p> <p>Applicants for the Central Valley, Desert, East Valley, and West Valley Regions may select from the following strategies:</p> <ul style="list-style-type: none"><input type="checkbox"/> At least 300 new units of permanent supportive and/or service-enriched housing will be occupied by June 2024.<input checked="" type="checkbox"/> At least 300 additional households will exit homelessness and achieve permanent housing stability through rapid rehousing activities<input checked="" type="checkbox"/> At least 200 additional shelter/interim housing beds will be occupied by January 2024.<input type="checkbox"/> At least 500 households living housing insecure and/or at-risk of homelessness will be prevented from becoming homeless through systemwide diversion and prevention strategies.<input type="checkbox"/> At least 500 households at imminent risk of homelessness will be prevented from becoming homeless through eviction prevention strategies.<input checked="" type="checkbox"/> At least 100 high utilizers of safety net services and experiencing chronic homelessness will achieve permanent housing stability by January 2024. <p>Applicants for the Mountain Region may select from the following strategies:</p> <ul style="list-style-type: none"><input type="checkbox"/> At least 300 additional households will exit homelessness and achieve permanent housing stability through rapid rehousing activities<input type="checkbox"/> At least 200 additional shelter/interim housing beds will be occupied by January 2024.<input type="checkbox"/> At least 500 households at imminent risk of homelessness will be prevented from becoming homeless through eviction prevention strategies. <p>Complete the “Project Description” section, explaining in detail how the services for the proposed project, including number of units, beds and/or households served, will contribute to achieving the strategic outcome goals selected.</p>

D	Project Description
Project Name: OPERATION RECOVERY for HOMELESS INDIVIDUALS	
<p>In this section provide a concise description of the proposed project, its purpose, and its beneficiaries. Provide details for each category(ies) selected above. Consider items addressed under Section V. Scope of Work in your project description.</p> <p><u>Operation Recovery</u></p> <p>ADAP House of Hope is a comprehensive, wrap-around program that recovers and reconnects homeless adult individuals, male and female, to family and community through productivity and sustainability as they realize their full potential by recovering from their former life trauma or negative choices. To implement this mission ADAP has developed an expanding network of Recovery Homes in target communities. Services and support empower clients with spiritual and personal transformation from addiction and trauma to "HOPE" for successful career, educational, and personal goals to support transition to permanent housing or reunification with family members. ADAP’s network of Recovery Homes supports homeless individuals to ensure that they stay out of or get off the streets or encampments by addressing the root causes of their life situations. The goal is to build safer and more equitable communities in our region through homeless prevention, reducing current individual street homelessness by recovering our citizens back to productivity and sustainability. For this project ADAP is requesting funding for operating subsidies to include the following added services:</p> <ol style="list-style-type: none"> a. Support the continued operation and use of two existing homes, available beds, to use as emergency shelter slots. b. Expand the network of homes by adding a new home for emergency shelter to increase ADAP’s capacity for serving the homeless by 8 emergency shelter beds. c. Add street outreach program to assist persons experiencing homelessness on the street or in encampments to access shelter or transitional housing leading to permanent housing and services. d. Add services coordination with access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing. <p>HHAP Eligible use: Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.</p> <p>EMERGENCYHELTER and TRANSITIONAL SERVICES- Expanding Shelter and Transitional Housing Capacity</p> <p>ADAP House of Hope is requesting funds for operating subsidies to continue operation of two homes, for a total of 16 beds, and expand services by leasing 1 additional home to add another eight (8) beds. This project will provide twenty-four (24) hour seven (7) day (including all holidays observed by City and federal government) shelter and transitional home services to help clients prepare to move towards self-sufficiency and permanent housing. The accommodations provided by all ADAP House of Hope Recovery Homes for homeless individuals include a living space that has a bed, bed linen, storage for personal belongings, common areas (dining, group activities, designated outside smoking, and bathrooms), and administrative space. The housing units are maintained and inspected weekly to ensure that minimal standards are met for unit upkeep. All homes are staffed by ADAP personnel. For ADAP this project will expand its network of currently available homes from two to three, (16 beds to 24 beds) and services to help individuals reconnect with their families and society.</p>	

This Transitional Housing project will provide temporary housing and help homeless individuals to progress into permanent housing.

Expanding services

HHAP Eligible USE: Street outreach to assist persons experiencing homelessness to access permanent housing and services.

Street Outreach- Triage Center program- Using the emergency shelter as a triage center, this program offers services necessary to reach out to unsheltered individuals, connect them with emergency shelter, housing, or critical services, and provide needed non-facility-based care to homeless people who are unwilling or unable to access emergency shelter, housing, or go to an appropriate health facility. Only persons who are living in the street or encampments would be entered into the street outreach project. If funded for this service: ADAP will locate, identify, and build relationships with unsheltered homeless people and engage them for the purpose of providing immediate support, intervention, and connect them services through the Coordinated Entry System(CES). Outreach activities will consist of completing an initial assessment of needs and eligibility; providing crisis counseling; addressing urgent physical needs and linking clients to necessary services to address those needs. ADAP staff will also actively connect and provide information and referrals to programs targeted to homeless people including mainstream social services, housing programs, emergency shelter, transitional housing , community-based services and linkages to permanent supportive housing.

HHAP- Eligible use- Services coordination, which may include access to workforce, education, training programs, or other services needed to promote housing stability in supportive housing.

Housing Navigation- Adding Navigation services to both programs- Navigation support services include case management, employment assistance, behavioral and mental healthcare support and substance abuse treatment. ADAP will utilize Housing navigation and education to identify opportunities and address barriers to housing for individuals and families exiting street, shelter, transitional, and other forms of homelessness. ADAP navigators can assist participants with a range of leveraged activities /referrals including, but not limited to: Employment Services, Vocational Training Education, Benefits connection, legal services, financial literacy training, Mental Health Services, Physical Health Services, Tenancy Education, Landlord Relations, Life Skills Training and Reunification/Diversion.

STREET OUTREACH PROGRAM FOR YOUTH

The Street Outreach Program goal is to help individuals ,young and old, people get off the streets. The program will build relationships between street outreach workers and

	<p>runaway, homeless and street youth and provide support services that to move youth into stable housing by referring them to youth serving agencies that can prepare them for independence and independent living. Street outreach services for youth will include:</p> <ul style="list-style-type: none"> • Street based education and outreach. • Access to emergency shelter • Survival aid • Treatment and counseling • Crisis intervention • Follow-up support 																								
E	Work Plan and Schedule/Project Readiness																								
	Provide a summary of the work plan for this project and the project schedule.																								
	<p>The work plan for this project will be as follows:</p> <table border="1" data-bbox="256 806 1417 1507"> <thead> <tr> <th data-bbox="256 806 646 842">Key Action Steps</th> <th data-bbox="646 806 1031 842">Timeline</th> <th data-bbox="1031 806 1417 842">Expected Outcome</th> </tr> </thead> <tbody> <tr> <td data-bbox="256 842 646 884">Goal 1- Shelter</td> <td data-bbox="646 842 1031 884"></td> <td data-bbox="1031 842 1417 884"></td> </tr> <tr> <td data-bbox="256 884 646 1062">Lease and resource home for emergency shelter use for individuals. Utilize existing transitional housing beds for HHAP clients.</td> <td data-bbox="646 884 1031 1062">October- November 2023</td> <td data-bbox="1031 884 1417 1062">8 Beds available and base for Street outreach triage and house clients starting in December,2023 and ongoing 2024-2026.</td> </tr> <tr> <td data-bbox="256 1062 646 1094">Goal2 – Street outreach</td> <td data-bbox="646 1062 1031 1094"></td> <td data-bbox="1031 1062 1417 1094"></td> </tr> <tr> <td data-bbox="256 1094 646 1272">Hire and train 2 outreach workers.</td> <td data-bbox="646 1094 1031 1272">October – November 2023</td> <td data-bbox="1031 1094 1417 1272">Street Outreach program staffed and resourced- Staff begin street outreach and continue through grant period.</td> </tr> <tr> <td data-bbox="256 1272 646 1304">Goal 3</td> <td data-bbox="646 1272 1031 1304"></td> <td data-bbox="1031 1272 1417 1304"></td> </tr> <tr> <td data-bbox="256 1304 646 1472">Housing Navigation- Develop collaboration with key organizations and referral and service plans</td> <td data-bbox="646 1304 1031 1472">November- January 2023</td> <td data-bbox="1031 1304 1417 1472">Provide case management and services beginning January 2023- end of grant term.</td> </tr> <tr> <td data-bbox="256 1472 646 1507"></td> <td data-bbox="646 1472 1031 1507"></td> <td data-bbox="1031 1472 1417 1507"></td> </tr> </tbody> </table>	Key Action Steps	Timeline	Expected Outcome	Goal 1- Shelter			Lease and resource home for emergency shelter use for individuals. Utilize existing transitional housing beds for HHAP clients.	October- November 2023	8 Beds available and base for Street outreach triage and house clients starting in December,2023 and ongoing 2024-2026.	Goal2 – Street outreach			Hire and train 2 outreach workers.	October – November 2023	Street Outreach program staffed and resourced- Staff begin street outreach and continue through grant period.	Goal 3			Housing Navigation- Develop collaboration with key organizations and referral and service plans	November- January 2023	Provide case management and services beginning January 2023- end of grant term.			
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F	Long Term Results																								
	Specify the long-term results and how they will be produced through implementation of the project.																								
	<p>Long term results for this project are: Expanded programs for two existing shelter/transitional homes and addition of 1 new home for emergency shelter/triage home. ADAP Shelter and Transitional Housing will directly address the RFP strategy of at least 200 additional shelter/interim housing beds</p>																								

	<p>will be occupied by January 2024. ADAP Recovery homes will provide 8 new beds (three homes,8 beds each with one-to-six-month residence, leading to reunification with family housing or individual permanent housing) and through its Street Outreach program, serve 100 clients and providing referrals to continue to impact the homeless populations in ADAP’s services areas. The Agency will help a minimum of 48 homeless clients per year receive housing services, for the grant term, 75 per year participate in comprehensive services through_Housing Navigation services, leading to permanent housing every year of service to the homeless and trauma affected community.</p>
G	Project Sustainability
	<p>Explain how the project will be sustained after this one-time funding is exhausted. If project is not sustainable after these one-time funds are exhausted, explain how these one-time funds result in immediate homelessness resolution without the need for long-term funding.</p>
	<p>These one-time funds will support the expansion of ADAP Homes for the leasing of an eight bed Transitional home and the expansion of its street outreach triage and Navigator programs. The continued Operation Recovery project will be sustained by the following funding sources that has sustained services for the past five years. ADAP Recovery homes have been funded by the following sources: Client payments, private or city/state. Personal and Community donations from supporters and dedicated church partners. ADAP is actively developing the following new funding streams: Grant Funding Corporate Donations and access to leveraged and homeless funding from various agencies and partners.</p>
H	Collaboration
	<p>Provide the names of the service providers and/or municipalities with which there will be collaboration. Include details of the collaboration efforts; such as, what role(s) does each partner have in implementing the proposed project?</p>
	<p>The following organizations already work with ADAP -House of Hope clients and formal collaborations will be developed to support this project if ADAP is awarded grant funding:</p> <p>Mental Health Systems -Referrals for Mental and Behavioral Health Services. Central Valley Recovery- Referrals for Mental and Behavioral Health Services. Step up on Second- Referrals and collaboration for permanent housing. Community Action Partnership- Referrals and collaboration for permanent Housing. Goodwill- Referrals for workforce development- Jobs and Training</p>
I	California’s Housing First Policy

	<input checked="" type="checkbox"/> Check box to indicate the proposed project will conform with California’s Housing First Policy.																		
J	Coordinated Entry System (CES)																		
	HHAP-3 funded projects are to be integrated within the local CES. Describe the project’s prioritization criteria.																		
	<p>The project will use HUD’S - CPD-16-11 notice for its prioritization criteria.</p> <p>(a) First Priority–Homeless Individuals and Families with a Disability with Long Periods of Episodic Homelessness and Severe Service Needs- An individual or family that is eligible for CoC Program-funded PSH who has experienced fewer than four occasions where they have been living or residing in a place not meant for human habitation, a safe haven, or in an emergency shelter but where the cumulative time homeless is at least 12 months and has been identified as having severe service needs. (c) Third Priority—Homeless Individuals and Families with a Disability Coming from Places Not Meant for Human Habitation, Safe Haven, or Emergency Shelter Without Severe Service Needs. An individual or family that is eligible for CoC Program-funded PSH who is residing in a place not meant for human habitation, a safe haven, or an emergency shelter where the individual or family has not been identified as having severe service needs.</p>																		
K	Homeless Management Information System (HMIS)																		
	All project participating with CES will need to apply to participate with the local HMIS. <input type="checkbox"/> Currently participate in HMIS? <input checked="" type="checkbox"/> xx Agrees to participate in HMIS?																		
L	Measurable Outcomes																		
	What will be the indicators that the proposed project is successful at resolving homelessness? How will these be measured? Please include the projected number of unduplicated homeless clients/persons to be served during the program administration. If you are proposing a housing related project, provide the projected retention rate.																		
	<table border="1"> <thead> <tr> <th>Project Task</th> <th>Successful indicators</th> <th>Measurement</th> <th>Number of clients</th> </tr> </thead> <tbody> <tr> <td>Outreach</td> <td>Sign up for referral/service</td> <td>Track follow/participation</td> <td>100</td> </tr> <tr> <td>Transitional Housing to permanent Housing</td> <td>Intake</td> <td>Complete Service plan</td> <td>48</td> </tr> <tr> <td>Navigation services</td> <td>Sign ins /Participation</td> <td>Track/Follow up</td> <td>75</td> </tr> </tbody> </table>	Project Task	Successful indicators	Measurement	Number of clients	Outreach	Sign up for referral/service	Track follow/participation	100	Transitional Housing to permanent Housing	Intake	Complete Service plan	48	Navigation services	Sign ins /Participation	Track/Follow up	75		
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M	Administrative Capacity																		
	Describe your agency’s/organization’s administrative capacity that will allow effective implementation of the proposed project and capacity to submit timely documentation and reports.																		
	<p>Agency Service Capacity</p> <p>ADAP -House of Hope has five years of experience operating its Recovery homes and volunteers and Staff have multiple years of experience working in various capacities with the homeless community. From operating a food pantry to housing clients.</p> <p>ADAP has a five-member professional board of directors who oversee all projects and receive monthly progress reports at the Board meetings. ADAP-House of Hope has the</p>																		

appropriate corporate and administrative structure for implementing and completing the project. This structure consists of a strong Board, an Executive Director, Chief Financial Officer, Project Manager and staff with lived experience for implementing each phase of the project. The Executive Director has a business and accounting background with the expertise of documenting and reporting data. ADAP will also hire two experienced staff for the Street Outreach and one (1) experienced case manager to support the addition of Navigation services related to HHAP and this funding source.

EXHIBIT A

San Bernardino City & County Continuum of Care (SBC CoC) 2023 HHAP-3 Regional Project Application Scoring Guidelines

The **Homeless Housing, Assistance, and Prevention Round 3 (HHAP-3) Program** funding provides local jurisdictions with funds to support regional coordination and expand or develop local capacity to address their immediate homelessness challenges informed by a best-practice framework focused on moving homeless individuals and families into permanent housing and supporting the efforts of those individuals and families to maintain their permanent housing.

All HHAP Regional Project Applications will be reviewed by their respective **SBCHP Regional Steering Committee** which will submit their recommendations to the **Interagency Council on Homelessness** for final approval. All project applications will be reviewed and scored by the Regional Steering Committees based on the following:

- The extent to which the proposed project meets the CoC's HHAP-3 Project Application Eligibility threshold.
- The extent to which the proposed project aligns with the Strategies to Achieve Outcome Goals outlined in the CoC HHAP-3 Local Homelessness Action Plan.
- The extent to which the proposed project is for a HHAP-3 eligible use that will expend funds on evidence-based solutions that address and prevent homelessness among eligible populations – persons who are currently experiencing or at imminent risk of homelessness.
- The extent to which the proposed project addresses a priority activity and/or target population.
- The extent to which the proposed project aligns with CoC goals, strategies, and services, both short-term and long-term, to make the experience of homelessness rare, brief, and non-recurring in San Bernardino County.

Housing First Emphasis (Pass or Fail)

- Does the proposed project conform to California and the CoC's Housing First policy? Yes or No
- Does the applicant organization emphasize housing first practices that include rapid placement and stabilization for housing permanency without service participation requirements or preconditions? Yes or No

A. Addressing Regional Needs & CoC Outcome Goals (30 points)

- The extent to which the proposed project addresses one or more of the Strategies to Achieve Outcome Goals outlined in the CoC HHAP-3 Local Homelessness Action Plan.
- The extent to which the proposed project addresses an identified Regional priority for eligible use of HHAP-3 funding, if applicable.
- The extent to which the proposed project addresses an identified or otherwise unmet Regional service need.
- The extent to which the Applicant has an existing service presence within the Region.

B. Project Focus (25 points)

- The extent to which the proposed project is for a HHAP-3 eligible use.
- The extent to which the proposed project helps to expand or develop regional capacity to address immediate homelessness challenges.
- The extent to which the proposed project applies a best-practice framework focused on moving homeless individuals and families into permanent housing and/or supporting the efforts of those individuals and families to maintain their permanent housing.
- The extent to which the proposed project will expend funds on evidence-based solutions that address and prevent homelessness among eligible populations.

C. Coordination and Collaboration (20 points)

- The extent to which the proposed project supports regional coordination and collaboration to address immediate homelessness challenges.
- The extent to which the applicant will coordinate the proposed project activities through the CoC coordinated entry system and within the CoC homeless crisis response system structure.
- The extent to which the proposed project involves a multi-agency/entity collaboration.
- The extent to which the applicant leverages funding and resources in collaboration with other agencies/entities.

D. Experience and Capacity (25 points)

- The applicant's experience and capacity in providing similar services, the length and type of experience it has working with homeless service populations, the quality of programs/services it provides and the experience level of key staff.
- The applicant's ability and capacity to begin implementation of the proposed project upon HHAP-3 contract execution.
- The extent to which the applicant's proposed project supplements and does not supplant any current program funding.
- The applicant's ability and capacity to document, track and report eligible use of funds and measurable outcomes as required by the state.
- The applicant's proposed budget costs are adequate, efficient, and realistic to complete the project and meet proposed outcomes.

**Exhibit B
SBC CoC Local Homelessness Action Plan**

CA-609 San Bernardino City & County CoC Table 4. Outcome Goals		
Outcome Goal #1a: Reducing the number of persons experiencing homelessness.		
Baseline Data: Annual estimate of number of people accessing services who are experiencing homelessness	Outcome Goals July 1, 2021 - June 30, 2024	
	Decrease/Increase in # of People	Decrease/Increase as % Change from Baseline
8,962	1,930	22%
Outcome Goal #1b: Reducing the number of persons experiencing homelessness on a daily basis		
Baseline Data: Daily Estimate of # of people experiencing unsheltered homelessness	Outcome Goals July 1, 2021 - June 30, 2024	
	Reduction in # of People	Reduction as % Change from Baseline
2,390	234	-10%
Outcome Goal #2: Reducing the number of persons who become homeless for the first time.		
Baseline Data: Annual Estimate of # of people who become homeless for the first time	Outcome Goals July 1, 2021 - June 30, 2024	
	Reduction in # of People	Reduction as % Change from Baseline
4,723	472	-10%
Outcome Goal #3: Increasing the number of people exiting homelessness into permanent housing.		
Baseline Data: Annual Estimate of # of people exiting homelessness into permanent housing	Outcome Goals July 1, 2021 - June 30, 2024	
	Increase in # of People	Increase as % Change from Baseline
3,030	477	16%
Outcome Goal #4: Reducing the length of time persons remain homeless.		
Baseline Data: Average length of time (in # of days) persons enrolled in street outreach, emergency shelter, transitional housing, safe haven projects and time prior to move-in for persons enrolled in rapid rehousing and permanent housing projects	Outcome Goals July 1, 2021 - June 30, 2024	
	Decrease in Average # of Days	Decrease as % Change from Baseline
131	31	-24%
Outcome Goal #5: Reducing the number of persons who return to homelessness after exiting homelessness to permanent housing.		
Baseline Data: % of people who return to homelessness after having exited homelessness to permanent housing	Outcome Goals July 1, 2021 - June 30, 2024	
	Decrease in % of People who return to Homelessness	Decrease as % Change from Baseline
8.18%	2%	-24%
Outcome Goal #6: Increasing successful placements from street outreach.		
Baseline Data: Annual # of people served in street outreach projects who exit to emergency shelter, safe haven, transitional housing, or permanent housing destinations.	Outcome Goals July 1, 2021 - June 30, 2024	
	Increase in # of People Successfully Placed from Street Outreach	Increase as % of Baseline
239	239	100%

**Exhibit B
SBC CoC Local Homelessness Action Plan**

CA-609 San Bernardino City & County CoC Table 5 - Strategies to Achieve Outcome Goals
<p>1. Facilitate innovative housing solutions focusing on smaller scale projects using alternative typologies (such as tiny homes, accessory dwelling units and shared living environments) and alternative housing production delivery methods (such as prefab manufactured, shipping container and 3-D printed housing units), as well as public-private partnerships and innovative financing, to create new units of permanent supportive and/or service-enriched affordable housing.</p>
<p>➤ At least 300 new units of permanent supportive and/or service-enriched housing will be occupied by June 2024.</p>
<p>2. Expand funding resources committed to rapid rehousing programs implemented through a coordinated, standardized, systematic approach as outlined in the SBCHP Rapid Re-Housing Program Standards, Practices & Model Guidelines to increase the number of people/households achieving successful exits into permanent housing stability.</p>
<p>➤ The number of households exiting homelessness and achieving permanent housing stability through rapid rehousing activities will increase by 300 households by June 2024.</p>
<p>3. Expand the pool of CoC system-engaged, year-round shelter beds and interim housing units using a combination of facility-based programs, voucher-based programs and other innovative approaches and focus a greater percentage of resources on successful shelter exits to permanent housing.</p>
<p>➤ At least 200 additional shelter/interim housing beds will be occupied by January 2024.</p>
<p>4. Establish a coordinated, collaborative, multi-source flexible funding pool along with system-wide standards and practices to facilitate targeted homeless diversion and prevention strategies to reduce the number of people and households that become homeless for the first time by 10% annually.</p>
<p>➤ At least 500 households living housing insecure and/or at-risk of homelessness will be prevented from becoming homeless through systemwide diversion and prevention strategies and practices.</p>
<p>5. Establish a multi-source flexible funding pool to implement a comprehensive, coordinated, countywide eviction prevention program prioritizing households with income at/or below 80% AMI.</p>
<p>➤ At least 500 households at imminent risk of homelessness will be prevented from becoming homeless through eviction prevention strategies.</p>
<p>6. Establish a Coordinated Outreach Resources & Engagement (CORE) system to facilitate coordinated and collaborative street outreach activities which shall include the targeting of resources to "high utilizers of safety net services" and other persons experiencing chronic and/or long-term homelessness to provide a concentrated level of services and activities to facilitate successful placements from street outreach leading to permanent housing.</p>
<p>➤ At least 100 high utilizers of safety net services and experiencing chronic homelessness will achieve permanent housing stability by January 2024.</p>
<p>7. Implement system improvement and capacity building activities to facilitate greater system coordination, collaboration, resource alignment and performance outcomes to include but not limited to comprehensive systemwide workforce development activities, system supports to maintain homeless services & housing delivery system, and commitment to address racial disproportionality and equitable provision of services and outcomes.</p>