

14. Approve a funding agreement with the California Department of Housing and Community Development to accept Round 6 of the Transitional Housing Program and Round 3 of the Housing Navigation Maintenance Program funding in an amount not to exceed \$637,238, effective upon date of State signature, for a period of five years thereafter. Ratify and approve the Chair's signature on the Acceptance of Terms and Conditions Award Form.



# Health & Human Services Agency

## COUNTY OF TULARE AGENDA ITEM

### BOARD OF SUPERVISORS

LARRY MICARI  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** April 15, 2025

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	N/A
Personnel Resolution attached	N/A
Agreement(s) attached	Yes

CONTACT PERSON: Francena Martinez PHONE: 559-624-8000

**SUBJECT:** Approve a funding agreement with the California Department of Housing and Community Development

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a funding agreement with the California Department of Housing and Community Development to accept Round 6 of the Transitional Housing Program and Round 3 of the Housing Navigation Maintenance Program funding in an amount not to exceed \$637,238, effective upon date of State signature, for a period of five years thereafter.
2. Ratify and approve the Chair's signature on the Acceptance of Terms and Conditions Award Form.
3. Direct the Health and Human Services Agency to provide the final executed agreement to the Clerk of the Board.

**SUMMARY:**

On December 3, 2024, the Tulare County Board of Supervisors (Board) approved the acceptance of two rounds of housing funding from the California Department of Housing and Community Development (HCD): Round 6 of the County Allocation for the Transitional Housing Program and Round 3 of the County Allocation for the Housing Navigation and Maintenance Program. Resolution No. 2024-1114 authorized the Chair to sign future allocation agreements and other documents related to this funding.

This funding, pursuant to item 2240-102-0001 and item 2240-103-0001 of Section 2.00 of the Budget Act of 2023 (Chapters 12 of the Statutes of 2023, respectively) and Chapters 11.7 (commencing with Section 50807) and 11.8 (commencing with Section 50811) of Part 2 of Division 31 of the Health and Safety Code (HSC), is allocated to

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**DATE:** April 15, 2025

counties for the purpose of housing stability to help young adults 18-24 years of age, inclusive, secure and maintain housing, with priority given to young adults formerly in the foster care or probation systems.

Without support or resources, young adults aged 18-24 can face huge barriers to finding safe, affordable homes. As a result, many of these youths are at extreme risk of falling into homelessness.

Funds are used to help young adults who are 18 to 24 years of age secure and maintain housing and provide funds for housing navigators for counties. Use of funds may include, but are not limited to:

1. Identify and assist this population secure and maintain housing (with priority given to those in the state's foster care or probation system); and
2. Improve coordination of services and linkages to community resources within the child welfare system and the Homeless Continuum of Care; and
3. Provide engagement in outreach targeting to serve those with the most severe needs; and
4. Provide housing case management, which includes essential services in emergency support to foster youth; and
5. Prevent young adults from becoming homeless.

This funding will support housing-related costs for approximately 22 youths at a rate of approximately \$28,900 per year.

In order to accept this funding, the County is required by the HCD to sign the Commitment and Acceptance Terms and Conditions. The form was signed by the Chair on February 7, 2025, to meet the HCD's deadline of February 17, 2025.

**FISCAL IMPACT/FINANCING:**

The total revenue for this award allocation is \$637,238 for use during Fiscal Year 2025/2026 through Fiscal Year 2026/2027. \$21,178 of this allocation will be included in HHSA's requested budget for Fiscal Year 2025/2026 and the remaining \$616,060 will be included in HHSA's requested budget for FY 2026/2027. The funding is derived from Housing and Community Development. There is no net County cost to the General Fund.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The Tulare County Strategic Business Plan in the Safety and Security Initiative and the Quality-of-Life initiative encourages innovative provision that support services for at-risk adults, youth, and children in state and federally mandated programs. The acceptance of these funds will allow us to help young adults who are 18 to 24 years of age secure and maintain housing.

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**ADMINISTRATIVE SIGN-OFF:**

/s/Francena Martinez

Francena Martinez

Director of Human Services

Cc: County Administrative Office

Attachments: Attachment A – Agreement

Attachment B – Acceptance of Terms and Conditions Form

# BEFORE THE BOARD OF SUPERVISORS COUNTY OF TULARE, STATE OF CALIFORNIA

IN THE MATTER OF Approve a funding )  
agreement with the California Department ) Resolution No. 2025-0287  
of Housing and Community Development ) Agreement No. 32152  
)  
)

UPON MOTION OF SUPERVISOR TOWNSEND, SECONDED BY SUPERVISOR  
VALERO, THE FOLLOWING WAS ADOPTED BY THE BOARD OF SUPERVISORS, AT  
AN OFFICIAL MEETING HELD APRIL 15, 2025, BY THE FOLLOWING VOTE:

AYES: SUPERVISORS VANDER POEL, SHUKLIAN, VALERO AND TOWNSEND  
NOES: NONE  
ABSTAIN: NONE  
ABSENT: SUPERVISOR MICARI



ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_

  
Deputy Clerk

\* \* \* \* \*

1. Approved a funding agreement with the California Department of Housing and Community Development to accept Round 6 of the Transitional Housing Program and Round 3 of the Housing Navigation Maintenance Program funding in an amount not to exceed \$637,238, effective upon date of State signature, for a period of five years thereafter.
2. Ratified and approved the Chair's signature on the Acceptance of Terms and Conditions Award Form.
3. Directed the Health and Human Services Agency to provide the final executed agreement to the Clerk of the Board.

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

SCO ID:

AGREEMENT NUMBER

24-TAY-18575

PURCHASING AUTHORITY NUMBER (if applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Department of Housing and Community Development

CONTRACTOR'S NAME

County of Tulare

2. The term of this Agreement is:

START DATE

Upon HCD Approval

THROUGH END DATE

Five (5) Years from Effective Date

3. The maximum amount of this Agreement is:

\$637,238.00

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Authority, Purpose and Scope of Work	4
Exhibit B	Budget Detail and Payment Provisions	2
Exhibit C*	State of California General Terms and Conditions	GTC-02/2025
TOTAL NUMBER OF PAGES ATTACHED		6

Items shown with an asterisk (\*), are hereby incorporated by reference and made part of this agreement as if attached hereto.  
These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

Approved as to Form

County Counsel

By: Eric M. Scott

Deputy

Date: 3/27/25

Matter ID: 2025321

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

County of Tulare

CONTRACTOR BUSINESS ADDRESS

2800 W. Burrell Ave

CITY

Visalia

STATE

CA

ZIP

93291

PRINTED NAME OF PERSON SIGNING

Pete Vander Poel

CONTRACTOR AUTHORIZED SIGNATURE

TITLE

Chair, Board of Supervisors

DATE SIGNED

4/15/2025

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Department of Housing and Community Development

CONTRACTING AGENCY ADDRESS

651 Bannon Street Suite 400

CITY

Sacramento

STATE

CA

ZIP

95811

PRINTED NAME OF PERSON SIGNING

Diana Malimon

CONTRACTING AGENCY AUTHORIZED SIGNATURE

Diana Malimon

California Department of General Services Approval (or exemption, if applicable)

TITLE

Contract Services Section Manager

DATE SIGNED

04/23/2025

Exempt per; SCM Vol. 1 4.04.A.3 (DGS memo dated 06/12/1981)

ATTEST: JASON T. BRITT  
County Administrative Officer/Clerk of the Board  
Of Supervisors of the County of Tulare

By: [Signature]  
Deputy Clerk



TULARE COUNTY AGREEMENT NO. 32152

## EXHIBIT A

### **AUTHORITY, PURPOSE, AND SCOPE OF WORK**

#### **1. Authority**

This Standard Agreement, including the STD 213 (the “Agreement”), is made pursuant to the following statutes:

- A. **Transitional Housing Program’s (THP)** item 2240-102-0001 of Section 2.00 of the Budget Act of 2024 (Chapter 22 of the Statutes of 2024) and Chapter 11.7, commencing with Health and Safety Code (HSC) Section 50807, of Part 2 of Division 31 of the Health and Safety Code (collectively, the “THP Statute”).
- B. **Housing Navigation and Maintenance Program’s (HNMP)** item 2240-103-0001 of Section 2.00 of the Budget Act of 2024 (Chapter 22 of the Statutes of 2024) and Chapter 11.8 (commencing with HSC 50811) of Part 2 of Division 31 of the Health and Safety Code (collectively, the “HNMP Statute”).

The Department of Housing and Community Development (the “Department”) has allocated designated funding to counties for use by county child welfare services agencies.

#### **2. Purpose**

In accordance with the authorities cited above, the Contractor was awarded Financial Assistance (The “Allocation Acceptance Form”) in the form of a grant from the THP and HNMP Programs (collectively referred to as the Grant) for the 2024-2025 fiscal year.

The purpose of the THP program is to help young adults who are 18 through 24 years of age, inclusive, (herein meaning starting at their 18<sup>th</sup> birthday until their 25<sup>th</sup> birthday known as the “eligibility period”) to secure and maintain housing with priority given to young adults formerly in the state’s foster care or probation systems.

The purpose of the HNMP program is to provide housing navigators to help young adults who are within the eligibility period to secure and maintain housing with priority given to young adults currently or formerly in the foster care system. Additionally, the HNMP program provides funding to the Contractors to provide training to its child welfare agency social workers and probation officers who serve nonminor dependents (HSC Section 50811).

## EXHIBIT A

The Allocation Acceptance Form, including all representations made by the Contractor therein, are hereby incorporated in this Agreement. The Department agrees to make the Grant based on the THP and HNMP Statutes and this Agreement.

The Department and the Contractor enter into this Agreement in accordance with the terms and conditions set forth herein; subject to all the provisions of the applicable statutes and further subject to the State laws and requirements governing State contracts.

### 3. **Scope of Work**

The Contractor agrees that all THP funds disbursed pursuant to this Agreement shall be used to help young adults who are within the eligibility period to secure and maintain housing. Contractor further agrees that priority shall be given to young adults formerly in the foster care or probation systems.

- A. The Contractor shall certify to employ the core components of Housing First, pursuant to Welfare and Institutions Code Section 8255.
- B. Contractor will use all HNMP funds disbursed pursuant to this Agreement and shall be used for the support of housing navigators to help young adults, who are within the eligibility period to secure and maintain housing with priority given to young adults in the foster care system.
- C. The Contractor agrees to use the HNMP funds for eligible activities which may include, providing training to its child welfare agency social workers and probation officers who serve nonminor dependents. The training shall address an overview of the housing resources available through the local coordinated entry system, homeless continuum of care, and county public agencies, including, but not limited to, housing navigation, permanent affordable housing, Transitional Housing Program-Plus, and housing choice vouchers. The training shall also address how to access and receive a referral to existing housing resources, the social worker's and probation officer's role in identifying unstable housing situations for youth and referring youth to housing assistance programs.
- D. The Contractor agrees to use the THP and HNMP funds for Program Activities which may include, but are not limited to the following:
  - 1) Identifying and assisting housing services for this population within each community.



## **EXHIBIT A**

- 2) Helping this population secure and maintain housing (with priority given to those formerly in the state's foster care system).
  - 3) Improving coordination of services and links to community resources within the child welfare system and the Homeless Continuum of Care.
  - 4) Outreach and targeting to serve those with the most severe needs.
- E. In performing the Program Activities, the Department agrees to provide the aggregate amount identified on the STD 213 cover-page, page 1 number 3 of this Agreement. In no instance shall the Department be liable for any costs for the work more than the Grant amount, or for any unauthorized or ineligible costs.

### **4. Monitoring and Reporting**

The Contractor shall maintain books, records, documents, and other evidence that demonstrates the funding was used for the appropriate purposes, as laid out in the Scope of Work. These books, records, documents, and other evidence shall be made available for audit and inspection by the Department for a period of five years.

The Contractor must keep specific details of the use of the funds for the purpose of reporting as detailed herein. A reporting form, provided by the Department, shall be submitted every 6 months subsequent to the contract execution. By January 31<sup>st</sup> of each reporting year, the Contractor shall submit a report to the Department, covering the reporting period of July 1<sup>st</sup> to December 31<sup>st</sup>, and by July 31<sup>st</sup> of each reporting year, covering the reporting period of January 1<sup>st</sup> to June 30<sup>th</sup> addressing the THP and HNMP reporting requirements. The final report will be due no later than July 31, 2027. The reports must include but are not limited to, the following information:

- A. The number of homeless youth served;
- B. Description of how the Child Welfare Agency identified and oversaw the housing navigators and the Housing Navigation and Maintenance Program;
- C. The number of current and former foster youth served;
- D. The number of people served who are currently and formerly on probation;
- E. The number of homeless youths who exited homelessness into temporary housing;

## EXHIBIT A

- F. The number of homeless youths who exited homelessness into permanent housing; and,
- G. Subpopulation data including:
  - 1) Number of participants that are employed;
  - 2) Number of participants that are students;
  - 3) Number of participants identified as LGBTQ+;
  - 4) Number of participants having a disability;
  - 5) Number of participants with their own minor children in the household;
  - 6) Average number of children per household including participants own child(ren); and,
  - 7) Average number of household occupants where participants reside.

### 5. **Effective Date and Expenditure Deadline**

- A. All Agreements are effective upon approval by the Department representative's signature on page one of the fully executed Standard Agreement, STD 213, (the "Effective Date").
- B. All Agreements shall terminate five (5) years after the Effective Dates as stated in the STD 213, paragraph 2 (the "Expiration Date").
- C. THP and HNMP funds must be expended between the Award Date and June 30, 2027 (the "Expenditure Deadline") and must observe all other performance requirements as specified herein. Any expenses incurred after June 30, 2027, will not be eligible for payment from any Grant(s) funds. To allow for sufficient processing time, final Request for Funds must be received by the Department no later than April 1, 2027.
- D. Any THP and HNMP funds not disbursed and/or expended prior to June 30, 2027, shall be disencumbered and be returned to the Department. Contractor must provide check(s) payable to the Department of Housing and Community Development and be mailed to 651 Bannon Street, Suite 400, Attention: Administration and Management Division, Accounts Payable, Sacramento, CA 95811, no later than one month following the expiration of the Expenditure Date and must reference the contract number.

## **EXHIBIT B**

### **BUDGET DETAIL AND PAYMENT PROVISIONS**

#### **1. Budget Detail**

##### **A. Transitional Housing Program (THP)**

The Budget Act of 2024 (Section 2.00 Chapter 22 of the Statutes of 2024 (AB 107)).

2240-102-0001– For local assistance, the Department of Housing and Community Development.

Pursuant to Section 50807(b) of the Health and Safety Code, the Department has consulted with the Department of Social Services, the Department of Finance, and the County Welfare Directors Association to develop a formula allocation schedule for the purpose of distributing funds for use by county child welfare agencies, for the purpose of housing stability to help young adults who are 18 through 24 years of age, inclusive, (herein meaning starting at their 18<sup>th</sup> birthday until their 25<sup>th</sup> birthday) secure and maintain housing. Priority is given to young adults formerly in the state's foster care and/or probation systems.

##### **B. Housing Navigation and Maintenance Program (HNMP)**

The Budget Act of 2024 (Section 2.00 of Chapter 22 of the Statutes of 2024 (AB 107)).

2240-103-0001– For local assistance, the Department of Housing and Community Development.

#### **2. Conditions of Disbursement**

Prior to receiving any Grant funds, the Contractor shall submit the following for the Department's approval:

- A. Resolution from the governing board of the grantee;
- B. Payee Data Record (Std. 204) or Government TIN Form, as applicable; and,
- C. Any other documents, certifications, or evidence deemed necessary by the Department prior to the disbursement of Grant funds.

## EXHIBIT B

### Provisions:

(a) Notwithstanding any other law, grants awarded pursuant to this provision shall be exempt from the personal services contracting requirements of Article 4 (commencing with Section 19130) of Chapter 5 of Part 2 of Division 5 of Title 2 of the Government Code, and from the Public Contract Code and the State Contracting Manual and shall not be subject to the approval of the Department of General Services.

### 3. **Payee**

Name: County of Tulare

Amount: \$383,103 THP Award

Name: County of Tulare

Amount: \$254,135 HNMP Award

**California Department of Housing and Community Development**

**Transitional Housing Program, Round 6  
Housing Navigation and Maintenance Program, Round 3  
Transitional Housing Program, Plus Supplemental, Round 4  
Notice of Funding Availability Fiscal Year 2024/2025**

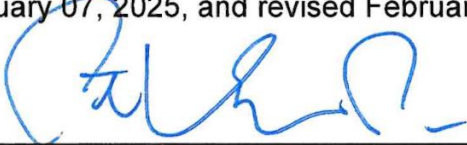
**Acceptance of the Terms and Conditions of the Award**

County of Tulare ("Awardee")

Transitional Housing Program (THP), Round 6; Housing Navigation and Maintenance Program (HNMP), Round 3; and Transitional Housing Program, Plus Supplemental (THPSUP), Round 4, NOFA award totaling \$637,238 ("Award"), as detailed below:

Program	Award Amount	Contract Number
Transitional Housing Program (THP), Round 6	\$383,103	24-TAY-18575
Housing Navigation and Maintenance Program (HNMP), Round 3	\$254,135	24-TAY-18575
Transitional Housing Program, Plus Supplemental (THPSUP), Round 4	\$0	24-TAY-18575

By signing this Acceptance of Terms and Conditions of Award, the Awardee acknowledges having read and fully understood the terms and conditions of the Award Commitment, January 07, 2025, and revised February 03, 2025.



Pete Vander Poel, III, Chair, Board of Supervisors  
County of Tulare

2/7/25

Date

Approved as to Form

County Counsel

By: Eric M. Scott

Deputy

Date: 2/7/25

Matter ID: 2025204

**\*\* For HCD Use Only \*\***

- ☐ Authorized Representatives Verified
- ☐ All Parties Signed

Date Received: \_\_\_\_\_