

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

June 8, 2021

**FROM**

**MARLENE HAGEN, Director, Children and Family Services**

**SUBJECT**

Resolution to the California Department of Housing and Community Development for Housing Navigators Program Additional Funding

**RECOMMENDATION(S)**

1. Adopt **Resolution No. 2021-107** for the Housing Navigators Program in order to receive up to \$31,004 in unallocated remaining funds, increasing the total program funding from \$363,680 to an amount not to exceed \$394,684, and authorizing the Chairman of the Board of Supervisors, Chief Executive Officer, Assistant Executive Officer of Human Services, or Director of Children and Family Services to execute and submit all documents required to be awarded the unallocated funds on behalf of the County, subject to review by County Counsel, as required by the California Department of Housing and Community Development.
2. Direct the Chairman of the Board of Supervisors, Chief Executive Officer, Assistant Executive Office of Human Services, or Director of Children and Family Services to transmit all Housing Navigators Program documents for the unallocated funds to the Clerk of the Board of Supervisors within 30 days of execution.

(Presenter: Marlene Hagen, Director, 387-2792)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

This item does not impact Discretionary General Funding (Net County Cost). The additional funding in an amount up to \$31,004, in an amount not to exceed \$394,684 in total program funding, from the California Department of Housing and Community Development (State) for the Housing Navigators Program (HNP) does not require a local funding match.

**BACKGROUND INFORMATION**

The State has announced a total of \$31,004 in unallocated remaining funds that may be available to Children and Family Services (CFS) for HNP. HNP provides housing services to eligible young adults, with priority given to young adults in the foster care system. In order to be eligible to receive up to \$31,004 in additional HNP funding, CFS is required to submit a new Board of Supervisors' (Board) approved Resolution.

HNP funds housing navigators for county child welfare agencies. The role of the housing navigator is to act as a housing specialist to assist young adults in overcoming barriers to locating available housing. Activities may include, but are not limited to:

**Resolution to the California Department of Housing and Community  
Development for Housing Navigators Program Additional Funding  
June 8, 2021**

- Assist young adults aged 18 to 21 to secure and maintain housing, with priority given to young adults in the foster care system;
- Provide housing case management, which includes essential services in emergency supports to foster youth;
- Prevent young adults from becoming homeless; and
- Improve coordination of services and linkages to key resources across the community including those within the child welfare system and the local Continuum of Care.

On May 19, 2020 (Item No. 30), the Board approved the submission of an allocation acceptance application to the State for HNP funding to provide housing support to eligible young adults. In addition, this item adopted Resolution No. 2020-48, as required by the State, authorizing the Chairman of the Board of Supervisors, Chief Executive Officer, Assistant Executive Officer of Human Service, or Director of Children and Family Services to execute and submit the allocation acceptance application and all documents required to be awarded the allocation.

On April 6, 2021 (Item No. 18), the Board approved the allocation award agreement (State Agreement No. 19-HNP-14139) from the State for HNP, in the amount of \$363,680, effective upon execution by all parties through June 30, 2023. In addition, this item authorized the Chairman of the Board of Supervisors, Chief Executive Officer, Assistant Executive Officer of Human Services, or Director of Children and Family Services to execute and submit any subsequent non-substantive amendments to the allocation award agreement on behalf of the County, subject to review by County Counsel. Any substantive amendments to the agreement will be presented to the Board for approval.

On May 4, 2021, CFS received the State's instructions and required template to complete the Resolution document in order to receive up to \$31,004 in unallocated remaining funds for HNP. The State deadline to adopt the Resolution was May 14, 2021 however, the State granted the County an extension to June 14, 2021. Approval of this item will adopt a new Board approved Resolution that must be submitted to the State in order to be eligible to receive the additional HNP unallocated funds, for up to \$394,684 in total program funding. In addition, the Resolution authorizes the Chairman of the Board of Supervisors, Chief Executive Officer, Assistant Executive Officer of Human Services, or Director of Children and Family Services to execute and submit all documents required to be awarded the unallocated funds on behalf of the County, subject to review by County Counsel. Upon receipt of the award for the additional HNP funds, CFS will present the amended allocation award agreement to the Board for approval.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on May 17, 2021; Finance (John Hallen, Administrative Analyst, 388-0208) on May 13, 2021; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on May 18, 2021.

**Resolution to the California Department of Housing and Community  
Development for Housing Navigators Program Additional Funding  
June 8, 2021**

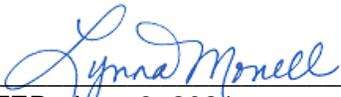
Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Janice Rutherford Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 8, 2021



cc: w/Resolution  
File - Children & Family Services  
CCM 06/14/2021