



## Homeless Emergency Aid Program (HEAP)

### Reporting Periods Please Select One

- ☒ September 1, 2018 - September 30, 2019 Report must be submitted no later than January 1, 2020  
☐ October 1, 2019 - September 30, 2020 Report must be submitted no later than January 1, 2021  
☐ October 1, 2020 - June 30, 2021 Report must be submitted no later than September 30, 2021

Submit this report to the Homeless Coordinating and Financing Council by email to [hcfcbcs@bcsh.ca.gov](mailto:hcfcbcs@bcsh.ca.gov)

HEAP Contract # 18-HEAP-00031 Administrative Entity: Contra Costa County Date of Report: \_\_\_\_\_

### Select Either Large City or CoC

☐ Large City: \_\_\_\_\_ ☒ Continuum of Care: Richmond/Contra Costa County

Contact Person/Title: Lavonna Martin, MPH, MPA, Director Contact Phone Number: 925-608-6701

Contact Email Address: [Lavonna.Martin@cchealth.org](mailto:Lavonna.Martin@cchealth.org)

### Section 1: Expenditure Summary

	Total
Total HEAP Award	\$7,196,770.88
Total HEAP Homeless Youth Funds	\$1,000,000.00
Total HEAP Funds obligated during reporting period	\$5,102,502.50
Total HEAP funds expended during reporting period	\$290,100.92
Total HEAP administrative funds expended during reporting period	\$0.00
Total interest accrued during reporting period	\$0.00



## Section 2: Expenditure Detail

For the reporting period, provide the expenditure data for all HEAP allocations (Capital Improvements, Services, Rental Assistance or Subsidies, Homeless Youth Set-Aside and Administrative Costs, Other).

For expenditures in the Other category, please provide details on the type of project.

**Note:** The expenditures being reported are not for each individual project, but a summary of all projects funded by HEAP.

### Capital Improvements

New Projects Funded by HEAP	Total # of Beds	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
Short-Term Shelter					\$0.00
Emergency Shelter					\$0.00
Navigation Center			\$12,293.60		\$12,293.60
Transitional Housing					\$0.00
Permanent Supportive Housing					\$0.00
Other Types of Permanent Housing					\$0.00
<b>Total</b>	0.00	\$0.00	\$12,293.60	\$0.00	\$12,293.60

Expansion Projects Funded by HEAP	Original # of Beds	# of Beds Added	Total # of Beds	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
Short-Term Shelter			0				\$0.00
Emergency Shelter	30		30		\$22,997.25		\$22,997.25
Navigation Center			0				\$0.00
Transitional Housing			0				\$0.00
Permanent Supportive Housing			0				\$0.00
Other Types of Permanent Housing			0				\$0.00
<b>Total</b>	30	0	30	\$0.00	\$22,997.25	\$0.00	\$22,997.25

Total Increase in Capacity Funded by HEAP	Homeless Youth Funds			Non-Homeless Youth Funds		
	Original # of Nights	# of Nights Added	Total # of Nights	Original # of Nights	# of Nights Added	Total # of Nights
Short-Term Shelter			0			0
Emergency Shelter			0			0
Navigation Center			0			0
Motel Vouchers			0			0
Host Home Program			0			0
Other Projects: Please list and describe			0			0

<b>Total</b>	0	0	0	0	0	0
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<b>Other Projects Funded by HEAP</b>	<b>Total Homeless Youth Funds Expended</b>	<b>Total Non-Homeless Youth Funds Expended</b>	<b>Total Accrued Interest Funds Expended</b>	<b>Total Funds Expended</b>
Appliances (washer, dryer, A/C, heater, water heater, etc.)				\$0.00
Mobile Hygiene Units (shower, bathrooms, and/or laundry)				\$0.00
Mobile Health Care Service Units (physical and/or behavioral)				\$0.00
Renovations (new roof, patio covering, painting, etc.)		\$72,440.04		\$72,440.04
Safe Parking				\$0.00
Other Projects: Vehicles for street outreach		\$160,000.00		\$160,000.00
<b>Total</b>	\$0.00	\$232,440.04	\$0.00	\$232,440.04

#### **Services**

<b>Project Type Funded by HEAP</b>	<b>Total Homeless Youth Funds Expended</b>	<b>Total Non-Homeless Youth Funds Expended</b>	<b>Total Accrued Interest Funds Expended</b>	<b>Total Funds Expended</b>
Street Outreach		\$22,370.03		\$22,370.03
Day Shelter				\$0.00
Homelessness Prevention				\$0.00
Housing Navigation and Landlord Engagement				\$0.00
Services Only				\$0.00
Motel Vouchers				\$0.00
Rental Assistance (not reported in Rental Assistance/Subsidies)				\$0.00
Move-in Costs				\$0.00
Host Home Program (not reported in Rental Assistance/Subsidies)				\$0.00
Other (see definition)				\$0.00
<b>Total</b>	\$0.00	\$22,370.03	\$0.00	\$22,370.03

#### **Rental Assistance or Subsidies**

<b>Project Type Funded by HEAP</b>	<b>Total Homeless Youth Funds Expended</b>	<b>Total Non-Homeless Youth Funds Expended</b>	<b>Total Accrued Interest Funds Expended</b>	<b>Total Funds Expended</b>
Rental Assistance (not reported in Services)				\$0.00
Rapid Rehousing				\$0.00
Master Leasing				\$0.00
Rental Subsidies				\$0.00
Host Home Program (not reported in Services)				\$0.00

Other: please list and describe. Add a row for each project				\$0.00
<b>Total</b>	\$0.00	\$0.00	\$0.00	\$0.00

**Other Projects**

Other Projects Funded by HEAP	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
Other Projects: Please list and describe				\$0.00
<b>Total</b>	\$0.00	\$0.00	\$0.00	\$0.00



### Section 3: Outcomes

Outcome data is for project types funded by HEAP. For the tables asking for the numbers of participants in each project or project type, one participant may be counted in more than one column.

The number in the "Total" column, however, should be of the number of unduplicated individuals as opposed to the sum of the numbers in that row.

#### Capital Improvement Projects (New and Expanded) Outcomes

	Homeless Youth HEAP Funds		Non-Homeless Youth HEAP Funds	
	Number of Days Service Provided	Number of Instances Of Service	Number of Days Service Provided	Number of Instances of Service
Mobile Hygiene Services				
Mobile Healthcare Services				
Other (please describe)				

#### SHORT-TERM SHELTER

Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

#### NAVIGATION CENTER

Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							
Number of persons exiting to a permanent housing destination							

Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

TRANSITIONAL HOUSING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

PERMANENT SUPPORTIVE HOUSING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

OTHER TYPES OF PERMANENT HOUSING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							

Number of instances of services							
Number of persons exiting to a permanent housing destination							
Average length of stay (in days)							n/a

SAFE PARKING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of instances of services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

#### SERVICES OUTCOMES

STREET OUTREACH							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served	49	■	■	0	154	38	192
Number of persons at imminent risk of homelessness served	0	0	0	0	0	0	0
Number of persons served with a prior living situation of "place not meant for habitation"	47	■	■	0	137	29	166
Number of instances of services	539	81	41	0	1483	369	1852
Number of persons exiting to a permanent housing destination	0	0	0	0	0	0	0
Number of persons exiting to a safe exit, other than permanent housing	15	■	■	0	28	14	42

DAY SHELTER							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							



Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

HOMELESS PREVENTION							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of services							

HOST HOMES							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of instances of services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

HOUSING NAGIGATION-LANDLORD ENGAGEMENT							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							



Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of services							

SERVICES ONLY							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of services							

OTHER: PLEASE LIST							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of services							

#### RENTAL ASSISTANCE OR SUBSIDIES OUTCOMES

RENTAL ASSISTANCE							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							

Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a

RAPID REHOUSING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a

MASTER LEASING							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a

MOTEL VOUCHERS							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							

Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a

RENTAL SUBSIDIES							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a

HOST HOMES							
Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of Instances of Services							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Average length of stay (in days)							n/a

OTHER: PLEASE LIST TYPE

Performance Measures by Subpopulation	Chronically Homeless	Veteran	Unaccompanied Homeless Youth (18-24)	Unaccompanied Homeless Youth (Under 18)	Households (Without Children)	Households (With Children and Adults)	Total Served (Unduplicated)
Number of homeless persons served							
Number of persons at imminent risk of homelessness served							
Number of persons served with a prior living situation of "place not meant for habitation"							
Number of persons exiting to a permanent housing destination							
Number of persons exiting to a safe exit, other than permanent housing							
Instances of Services							
Average length of stay (in days)							n/a



#### Section 4: Demographics

Fill in the tables below with the number of individuals served due to HEAP funds by the racial and ethnic categories listed below.  
One participant may be counted in any of the racial categories and may also be counted separately in the Hispanic/Latino ethnicity column.

##### Age

Project Type/Age	12 and under	Ages 13-17	Ages 18-24	Ages 25-34	Ages 35-44	Ages 45-54	Ages 55-61	Ages 62+	Doesn't Know/ Refused to Answer
Night by Night Shelter									
Emergency Shelter									
Navigation Center									
Transitional Housing									
Permanent Supportive Housing									
Other Types of Permanent Housing									
Safe Parking									
Street Outreach	19	0		41	33	34	33	22	0
Day Shelter									
Homelessness Prevention									
Housing Navigation/Landlord Engagement									
Services Only									
Other: please list and describe									
Rental Assistance and Subsidies									

##### Gender

Project Type/Gender	Male	Female	Trans Female (M to F)	Trans Male (F to M)	Gender Non-Conforming (not exclusively M or F)	Doesn't know/ Refused to Answer
Night by Night Shelter						
Emergency Shelter						
Navigation Center						
Transitional Housing						
Permanent Supportive Housing						
Other Types of Permanent Housing						
Safe Parking						
Street Outreach	114	78	0	0	0	0
Day Shelter						
Homelessness Prevention						
Housing Navigation/Landlord Engagement						
Services Only						
Other: please list and describe						
Rental Assistance and Subsidies						

##### Race

Project Type/Race	White	Black or African American	Asian	American Indian or Alaska Native	Native Hawaiian or Other Pacific Islander	Multiple Races	Doesn't Know/ Refused to Answer
Night by Night Shelter							

Emergency Shelter							
Navigation Center							
Transitional Housing							
Permanent Supportive Housing							
Other Types of Permanent Housing							
Safe Parking							
Street Outreach	98	130	■	12	0	0	■
Day Shelter							
Homelessness Prevention							
Housing Navigation/Landlord Engagement							
Services Only							
Other: please list and describe							
Rental Assistance and Subsidies							



## Section 5: Qualitative Assessment

**1. Describe how HEAP funds have contributed to your Continuum of Care making progress towards local homeless goals (e.g. additional services provided, capacity created, systems building, investments made, lower waitlists, etc.)**

HEAP funding has allowed Contra Costa County to increase outreach geographically and to targeted populations. It has also allowed the County to increase Warming Center capacity so that homeless individuals have somewhere to go every night of the week. We are planning to expand our night-by-night emergency shelter to 7 nights per week from our current service delivery model of 5 nights per week. That increase in capacity will be in place by the end of 2019.

**2. Describe how HEAP funds have contributed to your Continuum of Care making progress towards local youth homelessness goals (e.g. additional services provided, capacity created, systems building, investments made, lower waitlist, etc.)**

HEAP funding has allowed Contra Costa County to improve identification of homeless youth and expand and enhance services to that population. We conduct a monthly youth by-name-list to identify the needs of homeless youth within our Continuum of Care, and many of the youth identified are in need of rapid rehousing services. As such, we have subsequently issued a Request for Proposals for a community-based agency to provide rapid rehousing specifically for our transition-age youth population. We also plan to create a mobile front door with an outreach team specifically targeting the youth population. The team will consist of an outreach specialist and a case manager in order to meet youth where they are and provide services in the field. Those services will be outlined in our next report.



**3. Describe the alignment between HEAP-funded activities and "Housing First" principles (as defined in Welfare and Institutions Code section 8255).**

Contra Costa County's Health, Housing, and Homeless Services (H3) division adopted a Housing First model in 2004 and has worked to ensure all programs across the system fully understand and embrace a Housing First model. The County's Housing First approach does not ask consumers to satisfy prerequisites before entering programs, so that the consumers are "screened in" rather than "screened out," of permanent housing. The County's housing programs promote the acceptance of applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services. This approach is considered a best practice by the United States Interagency Council on Homelessness (USICH) and is aligned with the CA Welfare & Institutions Code Sect. 8255, for governments and service-agencies to house homeless adults and families quickly by minimizing the barriers one encounters while trying to get into permanent housing. Program enrollment is not contingent on pre-requisites such as sobriety, treatment or behavioral contingencies, disability status, income, credit or rental history, or any other behaviors that might be interpreted as indicating a lack of "housing readiness."

Contra Costa County is using HEAP funding to augment low-barrier navigation centers. Our street outreach teams identify individuals, without pre-conditions, and connect them to services. H3 and HEAP-funded programs operate with a low barrier intervention with no prerequisites such as employment, minimum income, completion of behavioral health treatment or evidence of sobriety to obtain housing. In cases when the clients are not able to maintain housing, staff works in collaboration with other CoC programs and best practices such as problem-solving strategies (rapid resolution) to find alternate low barrier solutions to house clients and prevent and reduce returns to homelessness. The Bay Area is an extremely high cost area making it nearly impossible to maintain housing without creative collaborative solutions and alternative low barrier housing solutions, such as roommates or a high income.

The use of by-name lists, a community queue, and a coordinated entry system that adheres to housing first practices in which CoC partners participate and commit ensures our most acute population has low barrier access to housing based on need as evidenced by a standardized assessment and prioritization process.

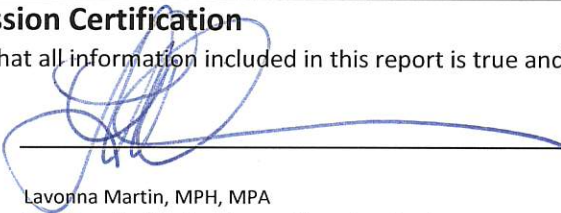
**4. Please provide any additional feedback on the impact of HEAP funds that you would like to share with the Homeless Coordinating and Financing Council. (Optional)**

**ADDITIONAL COMMENTS:**

**Submission Certification**

I certify that all information included in this report is true and accurate to the best of my knowledge.

Signature:



Date:

12/13/19

Name &

Lavonna Martin, MPH, MPA

Title:

Director - Health, Housing and Homeless Services