



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 hcfc@bcsh.ca.gov

HEAP Contract # 18-HEAP-00050

Administrative Entity: Community Action Partnership, Joint Powers Authority

Date of Report: 12/23/2019

Select Either Large City or CoC

☐ Large City: _____

☒ Continuum of Care: Vallejo/Solano County

Contact Person/Title: Emily Cantu / Secretary

Contact Phone Number: 707-449-5688

Contact Email Address: Emily.Cantu@cityofvacaville.com

Section 1: Expenditure Summary

	Total
Total HEAP Award	\$4,917,499.52
Total HEAP Homeless Youth Funds	\$671,624.54
Total HEAP Funds obligated during reporting period	\$37,526.30
Total HEAP funds expended during reporting period	\$37,289.96
Total HEAP administrative funds expended during reporting period	\$4,090.86
Total interest accrued during reporting period	\$49,983.00



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					\$0.00
Transitional Housing					\$0.00
Permanent Supportive Housing					\$0.00
Other Types of Permanent Housing					\$0.00
Total	0.00	\$0.00	\$0.00	\$0.00	\$0.00

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							\$0.00
Emergency Shelter	127	11	138				\$0.00
Navigation Center							\$0.00
Transitional Housing							\$0.00
Permanent Supportive Housing							\$0.00
Other Types of Permanent Housing							\$0.00
Total	127	11	138	\$0.00	\$0.00	\$0.00	\$0.00

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
Emergency Shelter						0
Navigation Center						0
Motel Vouchers						0
Host Home Program						0

Other Projects: Please list and describe						0
Total	0	0	0	0	0	0

Other Projects Funded by HEAP	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
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.)				\$0.00
Safe Parking				\$0.00
Other Projects: Shelter Facility Kitchen	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00

Services

Project Type Funded by HEAP	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
Street Outreach	\$18,498.85			\$18,498.85
Day Shelter	\$15,919.11			\$15,919.11
Homelessness Prevention		\$2,872.00		\$2,872.00
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
Total	\$34,417.96	\$2,872.00	\$0.00	\$37,289.96

Rental Assistance or Subsidies

Project Type Funded by HEAP	Total Homeless Youth Funds Expended	Total Non-Homeless Youth Funds Expended	Total Accrued Interest Funds Expended	Total Funds Expended
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
Total	\$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
Total	\$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				
Shelter Facility Kitchen			0	0

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

EMERGENCY 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							
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							

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							0
Number of persons at imminent risk of homelessness served							0
Number of persons served with a prior living situation of "place not meant for habitation"							0
Number of instances of services							0
Number of persons exiting to a permanent housing destination							0
Number of persons exiting to a safe exit, other than permanent housing							0
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							0
Number of persons served with a prior living situation of "place not meant for habitation"							0
Number of persons exiting to a permanent housing destination							0
Number of persons exiting to a safe exit, other than permanent housing							0
Instances of services							0

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 NAVIGATION-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			■	■			12

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									0
Navigation Center									
Transitional Housing									
Permanent Supportive Housing									
Other Types of Permanent Housing									
Safe Parking									
Street Outreach		1	11						
Day Shelter									0
Homelessness Prevention									1
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						0
Navigation Center						
Transitional Housing						
Permanent Supportive Housing						
Other Types of Permanent Housing						
Safe Parking						
Street Outreach	1	1				1
Day Shelter						0
Homelessness Prevention						1
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							0
Navigation Center							
Transitional Housing							
Permanent Supportive Housing							
Other Types of Permanent Housing							
Safe Parking							
Street Outreach		■	■			■	■
Day Shelter							0
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 funds have helped to establish a firm foundation of care coordination and services for homeless persons and persons at risk of homelessness. HEAP funds have also helped increase the number of program managers, case managers, and youth volunteers to begin providing services as well as tracking their respective outcomes for services clients receive.

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.)

With regards to Homeless Youth, On the Move's VOICES program anticipates working towards the following goals: *Improve System Navigation* - Improve outreach and engagement; Reduce the number of people entering the homeless assistance system; Improve system-wide communication, collaboration, and coordination. *Strengthen Support System Available to Help Residents Maintain Housing* - Increase and improve access to behavioral health treatment and services; Increase and improve transportation options; Develop mechanisms to increase income for households. Progress towards these goals has been made by going out into the community and meeting organizations and youth to spread the word of VOICES and to find youth in need of services.

Collaborative efforts to date include: An in-depth assessment of community readiness involving youth and adult leaders from private and public agencies that revealed deep needs and highly motivated youth and adults. A highly effective team of community partners has formed a Steering Committee that will open doors for the Youth Founders in many ways. Youth Founders are building new partnerships with community organizations including Aldea Children and Family Services, Alternative Family Services, Housing First Solano, Resource Connect Solano, First Place for Youth, Shelter Inc., Vallejo City Unified School District and Fighting Back Partnership. Through these collaborative relationships, youth leaders hope to create opportunities for co-located services and to identify adult leaders who will be able to support them in their work to lead system-level changes.

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

Homeless Prevention & Diversion and Emergency Shelter activities - Referrals received from RCS of homeless persons or persons at risk of homelessness are provided with care coordination services that direct them to the right homeless service provider based on their supportive housing service needs to achieve self-sufficiency. All of the core principles of Housing First have been incorporated into CAP Solano JPA's Coordinated Entry System policy and procedures.

Youth Day Shelter and Street Outreach activities - Homeless youth clients are not rejected on the basis of poor financial history, lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of "housing readiness." Youth services provided by On the Move and VSSC address youth clients obtaining basic necessities—like a safe place to live and food to eat—before being able to achieve quality of life or pursue personal goals.

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)

A collaborative comprehensive Prevention and Diversion program was developed between Community Action North Bay and SHELTER, Inc., two homelessness service providers, along with Resource Connect Solano, the local Coordinated Entry Operator. This collaboration caters to all homeless and at risk of homelessness persons' individual needs, keep clients out of homelessness and work towards self-sufficiency and permanent housing. The three organizations meet monthly to refine referral procedures, consult with each other on available funding, and anticipate upcoming client referrals. In addition, SHELTER's anticipated emergency shelter expansion project will increase the number of shelter beds provided, as well as include a new kitchen facility to feed additional homeless persons and persons at risk of homelessness, which will increase the provision of nutritious meals for those without access to food. HEAP funds also created two new youth service centers that provide homeless youth with additional learning opportunities and access to resources for homeless youth development.

ADDITIONAL COMMENTS:

Although HEAP service provider Memorandum of Understanding (MOU) agreements were effective as of March 15, 2019, some HEAP service providers were not able to fully execute their MOU agreements until late 2019, which resulted in delayed expenditures for HEAP program activities during this reporting period. As an example:

- Vacaville Social Services Corporation (VSSC) is in process of conducting homeless youth outreach for their homeless youth day shelter program consistent with Housing First principles, to enable low-barrier access to VSSC's day shelter and services.
- SHELTER, Inc. (SHELTER) has started assisting clients through their Prevention & Diversion program; however, expansion of the only emergency shelter in Solano County, run by SHELTER, has been delayed due to unanticipated construction costs and the need to revise the previously approved scope of work. SHELTER anticipates awarding a construction contract of \$2,700,000 and starting work to expand and improve the shelter in January of 2020.

There are also additional activities and expenditures incurred during the reporting period from October 1, 2019 - December 31, 2019. During this timeframe, youth services providers served an additional 28 clients total between the months of October & November, and spent a total of \$50,714.66 for homeless youth program-related services. Community Action Partnership Solano, JPA (CAP Solano JPA) is awaiting SHELTER's executed contract with their kitchen facility contractor.

CAP Solano JPA is on track to meet the 50% contractual obligation deadline by January 31, 2020, given the additional program activities and expenditures that are currently in progress for the remainder of 2019. Nonetheless, CAP Solano JPA is assembling a 50% contractual obligation plan and timeline to be submitted on January 31, 2020 for HCFC approval.

Submission Certification

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

Signature:  _____

Date: 12/30/2019

Name &
Title: Kathy Lawton - Caesar, Chair