



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-00037

Administrative Entity: City of Pasadena

Date of Report: 12/27/2019

Select Either Large City or CoC

☐ Large City: _____ ☒ Continuum of Care: Pasadena

Contact Person/Title: Jennifer O'Reilly-Jones, Homeless Program Coordinator

Contact Phone Number: (626) 744-8305

Contact Email Address: joreillyjones@cityofpasadena.net

Section 1: Expenditure Summary

	Total
Total HEAP Award	\$1,428,216.09
Total HEAP Homeless Youth Funds	\$71,410.80
Total HEAP Funds obligated during reporting period	\$1,071,645.00
Total HEAP funds expended during reporting period	\$17,369.35
Total HEAP administrative funds expended during reporting period	\$539.96
Total interest accrued during reporting period	\$9,571.63



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				\$0.00
Emergency Shelter			0				\$0.00
Navigation Center			0				\$0.00
Transitional Housing			0				\$0.00
Permanent Supportive Housing			0				\$0.00
Other Types of Permanent Housing			0				\$0.00
Total	0	0	0	\$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			0
Emergency Shelter			0			0
Navigation Center			0			0
Motel Vouchers			0	0	579	579
Host Home Program			0			0
Other Projects: Please list and describe			0			0

Total	0	0	0	0	579	579
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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: Please list and describe				\$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				\$0.00
Day Shelter				\$0.00
Homelessness Prevention				\$0.00
Housing Navigation and Landlord Engagement	\$0.00	\$16,829.39	\$0.00	\$16,829.39
Services Only				\$0.00
Motel Vouchers	\$0.00	\$0.00	\$0.00	\$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	\$0.00	\$16,829.39	\$0.00	\$16,829.39

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
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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				
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

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							
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	1	0	0	0	1	0	1
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"	1	0	0	0	1	0	1
Number of persons exiting to a permanent housing destination	1	0	0	0	1	0	1
Number of persons exiting to a safe exit, other than permanent housing	0	0	0	0	0	0	0
Instances of services	12	0	0	0	20	0	20

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	11	0	0	0	14	0	14
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"	■	0	0	0	■	0	■
Number of persons exiting to a permanent housing destination	■	0	0	0	■	0	■
Number of persons exiting to a safe exit, other than permanent housing	■	0	0	0	■	0	■
Instances of Services	430	0	0	0	579	0	579
Average length of stay (in days)	39.09	0	0	0	41.36	0	41.36

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	0	0	1	1	1	1	1	0
Navigation Center									
Transitional Housing									
Permanent Supportive Housing									
Other Types of Permanent Housing									
Safe Parking									
Street Outreach									
Day Shelter									
Homelessness Prevention									
Housing Navigation/Landlord Engagement	0	0	0	0	0	0	1	1	0
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	1	1	0	0	0	0
Navigation Center						
Transitional Housing						
Permanent Supportive Housing						
Other Types of Permanent Housing						
Safe Parking						
Street Outreach						
Day Shelter						
Homelessness Prevention						
Housing Navigation/Landlord Engagement	1	1	0	0	0	0
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	1	1	0	0	0	1	0
Navigation Center							
Transitional Housing							
Permanent Supportive Housing							
Other Types of Permanent Housing							
Safe Parking							
Street Outreach							
Day Shelter							
Homelessness Prevention							
Housing Navigation/Landlord Engagement	1	0	0	0	0	0	0
Services Only							
Other: please list and describe							
Rental Assistance and Subsidies							

Ethnicity

Project Type/Ethnicity	Non-Hispanic/Non-Latino	Hispanic/Latino	Doesn't Know/ Refused to Answer
Short-Term Shelter			
Emergency Shelter	11	1	0
Navigation Center			
Transitional Housing			
Permanent Supportive Housing			
Other Types of Permanent Housing			
Safe Parking			
Street Outreach			
Day Shelter			
Homelessness Prevention			
Housing Navigation/Landlord Engagement	1	0	0
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.)

The CoC anticipates that the HEAP funds will positively contribute to progress made on our HUD System Performance Measures, specifically reducing the number of people who are experiencing unsheltered homelessness in Pasadena and shortening the length of time people remain homeless. Motel vouchers will offer flexibility in addressing a shortage of shelter beds and the addition of housing locators/navigators is expected to increase access to critical housing resources and enable our system to place clients into housing more quickly and efficiently.

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.)

Historically the number of youth experiencing homelessness in Pasadena has remained relatively low and stable. The CoC did not receive any proposals for the Homeless Youth set-aside funding that was made available through a competitive Request for Proposals process. The CoC is exploring committing youth set-aside funds to a newly formed TAY-Link program operated by City's Public Health Department, which supports youth experiencing homelessness by connecting them to peer navigators and providing linkages to services within the community.

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

All CoC-funded programs are required to be fully aligned with Housing First principles, including projects funded through HEAP. There are no preconditions or barriers to entry to receive a motel voucher and the Housing Locators primarily support Permanent Supportive Housing and Rapid Rehousing programs within the CoC that operate under a Housing First philosophy.

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)

One of the primary roles of the Housing Locator is to build relationships with landlords, which ultimately increases the housing supply for voucher holders experiencing homelessness. While this work is not captured in HMIS, we expect to see a reduction in the average length of time homeless across the CoC as a result of this work.

ADDITIONAL COMMENTS:

At the time of report submission, invoices for the first quarter of motel voucher expenditures (programs began 07/01/19) were still being processed. Outcomes and demographic information related to motel voucher activity has been recorded on this report, but expenditures will be captured in the subsequent annual report. Consulting services for community education and engagement, capital improvements, and dental outreach services had not yet come on-line as of 09/30/19. Total interest accrued reflects interest accrued through June 30, 2019. Due to a number of pending items affecting the calculation of interest, amount of interest accrued in July, August and September 2019 is not yet available.

Submission Certification

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

Signature: _____

Date: _____

Name &
Title:

Nicholas G. Rodriguez, Assistant City Manager