



Napa County

Board Agenda Letter

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.countyofnapa.org
Main: (707) 253-4580

Board of Supervisors

Agenda Date: 12/17/2024

File ID #: 24-2145

TO: Board of Supervisors
FROM: Ryan J. Alsop, County Executive Officer
REPORT BY: Jennifer Palmer, Director of Housing & Homeless Services Department
SUBJECT: Professional Services Agreement No. 250238B with Providence Queen of the Valley Medical Center CARE Network

RECOMMENDATION

Approve and authorize Agreement No. 250238B with Providence Queen of the Valley Medical Center Case Management, Advocacy, Resource and Referral, Education Network for annual fee for service in the maximum amount of \$25,000 for the term September 1, 2024 through June 30, 2025, with three (3) one year renewals, to provide outreach services and application assistance for the Stable Housing and Community Resiliency Program. (Fiscal Impact: \$25,000 Expense; Affordable Housing Fund; Budgeted; Discretionary)

BACKGROUND

On August 15, 2023, the Bay Area Housing Finance Authority (BAHFA) released a request for proposals (RFP) seeking an eligible entity to design and administer an Older Adult Rental Assistance Pilot Program (Program) in one or more counties of the Nine-County Bay Area Region. Napa County Department of Housing & Homeless Services (DHHS) worked collaboratively with a consortium of community-based organizations and public sector partners to design a four-year Program and service delivery model using grant funds and other existing braided funding sources. Napa County has been selected from a pool of qualified, competitive applicants, to launch and administer the pilot program.

On November 8, 2023, Napa County was selected among all proposals to receive the full \$5 million to launch and administer the Program. The Program is designed to assist extremely low income, severely rent-burdened seniors in Napa County who are at imminent risk of experiencing homelessness by improving their long-term housing stability through guaranteed rental assistance.

Approval of Agreement No. 250238B with Providence Queen of the Valley Medical Center Case Management, Advocacy, Resource and Referral, Education (CARE) Network will provide referred applicants of the Stable Housing and Community Resiliency (SHARE) Program with support to complete applications and enrollments into the program in a timely manner and provide technical assistance to reduce any barriers that applicants may face. The application assistance process will include procuring eligibility-related documentation, support and

guidance using the online application portal (Neighborly) as well as provide support for any language, technology, or other access-related barriers.

Requested Action: Approve Agreement 250238B with Providence Queen of the Valley Medical Center CARE Network in the amount of \$25,000 per fiscal year, with three (3) one year renewals, for the term of the SHARE pilot program.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Affordable Housing Fund
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This is discretionary in that there is no mandate to contract with Providence Queen of the Valley CARE Network to provide services for the SHARE Program
Is the general fund affected?	No
Future fiscal impact:	Services will be budgeted accordingly in future fiscal years
Consequences if not approved:	If this item is not approved Napa County will not be able to offer application and enrollment assistance to eligible SHARE clients through CARE Network.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.