

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 3.41  
(ID # 17151)**

**MEETING DATE:**

Tuesday, January 25, 2022

**FROM :** HOUSING AND WORKFORCE SOLUTIONS AND Department of Public Social Services :


**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS) and HOUSING and WORKFORCE SOLUTIONS (HWS): Accept the Project RoomKey (PRK) and Rehousing Allocation from the California Department of Social Services (CDSS) and Approve Amendment #1 between the Department of Housing and Workforce Solutions (HWS) and the County of Riverside Department of Public Social Services (DPSS), for Non-congregate Shelter Placements and Isolation Capacity for Clients Experiencing Homelessness due to the COVID-19 Pandemic, through June 30, 2022; All Districts. [Total Cost \$2,426,664; up to \$1,213,332 in Additional Compensation - 100% State Funding]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Accept the Project RoomKey and Rehousing Allocation from the California Department of Social Services (CDSS) in the amount of \$2,426,664 and up to \$1,213,332 in additional compensation;
2. Authorize the Directors of DPSS and HWS, or designees, to execute and take all necessary steps to administer the Project RoomKey and Rehousing Allocation and sign any certifications, assurances, reports, memorandums of understanding or amendments thereto, or other related documents required by CDSS, approved as to form by County Counsel and consistent with the Board's approval;

Continued on page 2

**ACTION:Policy**

  
Sayori Baldwin, DPSS Director 12/28/2021

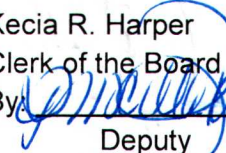
  
Heidi Marshall, Director 12/29/2021

---

**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt  
Nays: None  
Absent: None  
Date: January 25, 2022  
xc: DPSS, HWS

Kecia R. Harper  
Clerk of the Board  
By   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

**RECOMMENDED MOTION:** That the Board of Supervisors:

3. Authorize the Director of the Department of Public Social Services, or designee, charged with the responsibility of administering and implementing PRK to:
  - a. accept additional funding, if available, in an amount not to exceed 50% of the awarded amount of \$2,426,664, if the County receives additional funds as a result to the PRK and Rehousing Strategy initiative set forth by CDSS;
  - b. execute agreements related to Project Roomkey and the Rehousing Allocation and any subsequent amendments that do not exceed the approved allocated amount, as well as any other documents which are related to the Rehousing Allocation as approved as to form by County Counsel and consistent with Board approval that (a) make modifications to the scope of work that stay within the intent of each agreement, and (b) make modifications to the compensation provisions of each agreement that result from an additional funding allocation; and
4. Approve the attached Amendment No. 1 to the Memorandum of Understanding DPSS-0002760 substantially to form, and authorize the Directors of DPSS and HWS, or designees, to execute an Amendment No. 1 substantially conforming in form and substance to the attached, subject to approval as to form by County Counsel and consistent with the Board approved amounts.

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$2,426,664	\$0	\$2,426,664	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> 100% State Funding			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2021/22	

**C.E.O. RECOMMENDATION:** Approve

**Prev. Agn. Ref: Agenda Item 3.21 (April 13, 2021)**

**BACKGROUND:**

**Summary**

Senate Bill (SB) 89 (Chapter 2, Statutes of 2020), Section 36, augmented the 2019 Budget Act, making \$150 million in state general funds available to support state and local governments, and protect the health and safety of people experiencing homelessness in response to COVID-19. This was followed by Executive Order N-32-20 on March 18, 2020, which provided local governments with additional flexibilities to expand emergency shelter and isolation capacity for people experiencing homelessness in California during the COVID-19 epidemic.

In March 2020, Riverside County began operating Project Roomkey (PRK), a statewide, locally-driven and state-supported program. The purpose of PRK is to provide Non-Congregate Shelter (NCS) options for people experiencing homelessness, protect human life, and minimize strain on health care system capacity. The goal of PRK is to quickly

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

prioritize populations and immediately move people into Non-Congregate Shelter placements, such as hotels, motels, or mobile homes.

In November of 2020, CDSS allocated \$1,658,558 to Riverside County's DPSS to support PRK initiatives and urgent rehousing services for PRK participants. In July 2021, CDSS announced the continued support for PRK operations and allocated an additional \$2,426,664 to Riverside County for fiscal year 2021-22.

HWS - in collaboration with DPSS - has assisted 941 individuals and 683 households through PRK Emergency Shelters since the start of the program. In addition, 509 individuals and 368 households in Riverside County were linked to permanent housing services. More than 534 individuals and households served through PRK are considered at-risk groups, such as seniors. DPSS desires to continue partnership initiatives with HWS to perform PRK operations and to urgently move participants into permanent, safe, and stable housing.

Recently, Housing, Homelessness Prevention and Workforce Solutions (HHPWS) changed its name to Housing and Workforce Solutions (HWS). The amendment reflects the former name, but all parties are aware of the recent change.

**Impact on Residents and Businesses**

The ongoing COVID-19 outbreak has significantly impacted the global economy. In particular, the impact on the ability for seniors, disabled, and homeless individuals of Riverside County to access emergency NCS protective placements, such as hotels, motels, and self-contained trailers. DPSS strives to protect the health and safety of Riverside County, reduce the spread of COVID-19, and provide safe beds for clients experiencing homelessness.

**Additional Fiscal Information**

Counties may use PRK funding to support both PRK operations as described in the All County Welfare Directors' Letter (ACWDL) dated July 1, 2021, as well as rehousing activities for current or former PRK participants. Funds must be used consistent with state and federal law, including Housing First as specified in Welfare and Institutions Code (WIC) section 8255.

**Attachments:**

- Attachment A:** PRK ACWDL 7-29-2021
- Attachment B:** PRK CFL No. 21/22-29
- Attachment C:** DPSS-0002760 Amendment No. 1 HHPWS PRK MOU

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

  
Brianna Lontajo, Principal Management Analyst 1/18/2022

  
Gregory V. Priaplos, Director County Counsel 1/12/2022

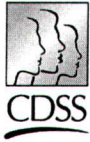
October 27, 2021

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

COUNTY FISCAL LETTER NO. 21/22-29

This letter informs counties and tribes of the one-time Project Roomkey (PRK) and Rehousing Strategy program allocation for Fiscal Year 2021- 22. A total of \$150 million General Fund was made available in the Budget Act of 2021.



KIM JOHNSON  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

October 27, 2021

COUNTY FISCAL LETTER NO. 21/22-29

TO: ALL COUNTY WELFARE DIRECTORS  
ALL COUNTY WELFARE FISCAL OFFICERS  
ALL TRIBAL ADMINISTRATORS

SUBJECT: FISCAL YEAR 2021-22 PROJECT ROOMKEY AND REHOUSING  
STRATEGY PROGRAM ALLOCATION

REFERENCE: WELFARE AND INSTITUTIONS CODE 8255  
WELFARE AND INSTITUTIONS CODE 8256  
ALL COUNTY LETTER NO. 19-114, DATED DECEMBER 13, 2019  
ALL COUNTY WELFARE DIRECTORS LETTER (ACWDL),  
DATED JULY 29, 2021  
ACWDL, DATED NOVEMBER 18, 2020  
ACWDL, DATED JUNE 1, 2020  
SENATE BILL 129 (CHAPTER 69, OF STATUTES OF 2021)

This letter informs counties and tribes of a one-time allocation for the Project Roomkey (PRK) and Rehousing Strategy program for Fiscal Year (FY) 2021-22. The Budget Act of 2021 appropriated an additional \$150 million in one-time General Fund for continuation of the PRK and Rehousing Strategy program.

The continued goal of the PRK and Rehousing Strategy is to ensure the safety of people experiencing homelessness who are vulnerable to COVID-19, test positive for COVID-19, or are exposed to COVID-19 while ensuring that all PRK participants have access to permanent housing assistance.

As described in the All County Welfare Director's Letter (ACWDL) dated July 29, 2021, CDSS determined a FY 2021-22 noncompetitive need-based allocation for counties and tribes operating a PRK site based on occupancy reports submitted to CDSS on June 28, 2021, and subsequently certified by the county or tribe. Additionally, counties and tribes that were not operating a PRK site as of June 28, 2021, were provided an opportunity to request a base allocation of \$75,000 to open or re-open a PRK site.

County Fiscal Letter No. 21/22-29

Page Two

Attachment I provides the updated PRK and Rehousing Strategy program allocation for FY 2021-22 totaling \$143.1 million based on acceptance of funds and additional funding requests. Funds that counties and/or tribes declined have been redistributed to counties and tribes that indicated they can accept additional funding using the same need-based methodology outlined above.

CDSS will utilize the remaining \$6.9 million to implement and administer the program, ensuring that participating counties and tribes are provided technical assistance and support.

Counties and tribes must use the FY 2021-22 PRK and Rehousing Strategy invoice form to request reimbursement of eligible expenses. The invoice and guidance for requesting reimbursement will be sent to local PRK leads via electronic mail.

Questions regarding this letter should be sent to [fiscal.systems@dss.ca.gov](mailto:fiscal.systems@dss.ca.gov). Questions regarding the PRK and Rehousing Strategy program should be sent to the Housing and Homelessness Branch at [Housing@dss.ca.gov](mailto:Housing@dss.ca.gov).

Sincerely,

KIRA YOUNGER, Chief  
Fiscal Forecasting and Policy Branch  
Administration Division

Attachment

FISCAL YEAR (FY) 2021-22  
PROJECT ROOMKEY AND REHOUSING STRATEGY PROGRAM

COUNTIES	Project Roomkey Final Allocation FY 2021-22
Alameda	\$11,992,317
Alpine	\$0
Amador	\$0
Butte	\$758,332
Calaveras	\$119,302
Colusa	\$0
Contra Costa	\$4,988,629
Del Norte	\$75,000
El Dorado	\$624,187
Fresno	\$1,672,897
Glenn	\$0
Humboldt	\$0
Imperial	\$75,609
Inyo	\$75,122
Kern	\$75,244
Kings	\$1,179,933
Lake	\$0
Lassen	\$0
Los Angeles	\$34,400,173
Madera	\$75,791
Marin	\$590,119
Mariposa	\$0
Mendocino	\$789,175
Merced	\$75,304
Modoc	\$0
Mono	\$75,122
Monterey	\$1,803,207
Napa	\$77,922
Nevada	\$286,481
Orange	\$126,972
Placer	\$910,851
Plumas	\$0
Riverside	\$2,426,664
Sacramento	\$5,362,779
San Benito	\$75,913
San Bernardino	\$11,409,117
San Diego	\$7,309,445
San Francisco	\$32,270,317
San Joaquin	\$184,701
San Luis Obispo	\$75,609
San Mateo	\$337,037
Santa Barbara	\$775,732
Santa Clara	\$6,634,519
Santa Cruz	\$3,760,576
Shasta	\$419,774
Sierra	\$0
Siskiyou	\$0
Solano	\$1,012,145
Sonoma	\$1,015,128
Stanislaus	\$84,259
Sutter	\$185,614
Tehama	\$0
Trinity	\$0
Tulare	\$996,145
Tuolumne	\$421,296
Ventura	\$4,330,921
Yolo	\$2,360,352
Yuba	\$0
Wilton Rancheria Tribe	\$0
Bishop Paiute Tribal Council	\$0
Hoopa Valley Tribe	\$202,405
Northern Circle Indian Housing Authority	\$525,000
Dry Creek	\$75,000
<b>TOTAL</b>	<b>\$143,098,137</b>



July 29, 2021

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

**EXECUTIVE SUMMARY**

The purpose of this letter is to notify counties and tribes that the Budget Act of 2021 (Senate Bill 129, Chapter 69, Statutes of 2021) appropriated a total of \$150 million for the California Department of Social Services (CDSS) to provide grant funds to counties and tribes to establish, continue and expand the Project Roomkey (PRK) and Rehousing Strategy program. This letter provides information and guidance regarding the program's purpose and requirements, funding information including allocation methodology, and steps for accepting these funds.



KIM JOHNSON  
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY  
**DEPARTMENT OF SOCIAL SERVICES**  
744 P Street • Sacramento, CA 95814 • [www.cdss.ca.gov](http://www.cdss.ca.gov)



GAVIN NEWSOM  
GOVERNOR

July 29, 2021

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS  
ALL FEDERALLY RECOGNIZED TRIBAL GOVERNMENTS IN  
CALIFORNIA

SUBJECT: **PROJECT ROOMKEY (PRK) ALLOCATIONS AVAILABLE FOR  
FISCAL YEAR (FY) 2021-22**

REFERENCE: SB 129 BUDGET ACT OF 2021; ALL COUNTY WELFARE  
DIRECTORS LETTER (ACWDL) DATED NOVEMBER 18, 2020;  
ALL COUNTY WELFARE DIRECTORS LETTER (ACWDL) DATED  
JUNE 1, 2020; WELFARE AND INSTITUTIONS CODE (WIC)  
8255; WELFARE AND INSTITUTIONS CODE (WIC) 8256; ALL  
COUNTY LETTER No. 19-114

The purpose of this letter is to notify counties and federally recognized tribal governments operating a Project Roomkey (PRK) initiative of funding available to continue providing Project Roomkey and Rehousing Strategy non-congregate shelter and rehousing services in Fiscal Year (FY) 2021-22. The California Department of Social Services (CDSS) is seeking responses from County Welfare Departments (CWDs) and Tribal Governments interested in accepting these funds to continue a Project Roomkey and Rehousing Strategy program in FY 2021-22.

### **BACKGROUND**

In March 2020, communities across California began operating locally driven and state supported PRK initiatives to provide emergency non-congregate shelter (NCS) protective placements (e.g., hotel/motels) for people experiencing homelessness for public health-related reasons associated with COVID-19. The CDSS utilized a \$50 million state general fund (GF) appropriation to provide funds to counties and tribes to secure trailers, motels, and hotels to initiate and operate PRK. CDSS allocated an additional \$59 million in one-time state GF in December 2020 to support continued PRK operations while increasing the focus and resources to transition participants to permanent housing. The need for Project Roomkey and Rehousing remains critical to continue to keep people experiencing homelessness and their communities safe during

the COVID-19 pandemic while providing housing assistance to ensure that participants do not return to homelessness.

## **FY 2021-22 PRK AND REHOUSING ALLOCATIONS AND ACCEPTANCE OF FUNDS**

The Budget Act of 2021 appropriated an additional \$150 million in one-time state GF for continuation of the Project Roomkey and Rehousing Strategy. The CDSS will make \$142.5 million available immediately to counties and tribes to continue to operate PRK sites and to support rehousing activities to support clients moving into permanent housing. Additional funds are set aside for CDSS to implement and administer the program. The continued goal of the PRK and Rehousing Strategy is to ensure the safety of people vulnerable to COVID-19 and those who test positive for or are exposed to COVID-19 while ensuring that all participants have access to permanent housing assistance.

The CDSS determined a FY 2021-22 noncompetitive need-based allocation for counties and tribes operating a PRK based on occupancy reports submitted to CDSS on June 28, 2021, and subsequently certified by the county or tribe. Allocation amounts are calculated proportionate to the statewide number of occupied units as of June 28, 2021, or a base allocation of \$75,000, whichever is greater for operational programs. The FY 2021-22 allocation amounts are displayed in Attachment One. Counties and tribes wishing to accept the FY 2021-22 PRK and Rehousing allocation must review and complete the FY 2021-22 PRK and Rehousing Strategy Director Certification (Attachment Two) and return to [housing@dss.ca.gov](mailto:housing@dss.ca.gov) no later than September 10, 2021.

To support a statewide implementation of PRK and Rehousing Strategy, counties and tribes that stopped their programs prior to June 28, 2021 or did not set up a PRK program originally and wish to resume or establish programs in FY 2021-22 may request a base allocation of \$75,000. Counties and tribes wishing to resume or begin program operations must notify CDSS via email ([housing@dss.ca.gov](mailto:housing@dss.ca.gov)) of their intent to resume or establish a PRK no later than August 20, 2021 to request funds and then submit a signed Director Certification September 10, 2021 that will be provided by CDSS.

All counties and tribes wishing to accept, or request, funds must submit a completed Director Certification no later than September 10, 2021. CDSS will review all requests for funds and issue a County Fiscal Letter (CFL) with final allocation amounts in September 2021. If there are additional funds due to counties and/or tribes determining that funds made available to them are not needed, the CDSS will allocate the additional funds to counties and tribes that indicate they can accept additional funds. The same need-based methods used in the initial allocation methodology will be used to allocate these

additional funds. Any additional funds beyond the allocations displayed in Attachment One will be included in the CFL.

In October 2021, CDSS will release a template PRK rehousing plan and require counties and tribes receiving funds to complete the rehousing plan for existing PRK participants, to be returned to CDSS no later than January 31, 2022. Additional information and assistance to complete these plans will be provided by CDSS and contracted technical assistance providers. Other periodic surveys or requests for information may be required by CDSS on an as-needed basis.

### **REIMBURSEMENT AND FISCAL CLAIMING**

Counties and tribes will continue to utilize an invoice form to request a reimbursement or cash advance, and to document actual expenditures of funds that have previously been advanced. The FY 21-22 invoice form template and instructions for utilizing the template will be made available to counties and tribes via email to the contacts provided in the Director Certification. Invoices submitted for the purposes of requesting a reimbursement or to reconcile expenditures of advanced funds shall report costs incurred in connection to the project (e.g., costs related to non-congregate shelter, rehousing, etc.). Invoicing and grant reimbursement instructions are included in a Memorandum of Understanding (MOU) for all Tribes allocated funds. Tribes without a current MOU must set up this mechanism to begin invoicing. The funds available for the PRK and Rehousing Strategy described in this letter are one-time funds and must be encumbered by June 30, 2022.

### **PROGRAM SCOPE AND ELIGIBLE USES OF FUNDS**

Counties and tribes may use funds awarded through this allocation to both continue operating non-congregate shelters as well as support rehousing exits from PRK sites. Refer to the ACWDL dated November 18, 2020 focused on rehousing strategies and the June 1, 2020 ACWDL focused on non-congregate shelter operations for additional information pertaining to eligible use of funds. By accepting these funds, County Welfare Departments and/or federally recognized Tribal Governments agree to comply with the requirements of the Project Roomkey and Rehousing Strategy outlined within this letter and within the Director Certification (Attachment Two).

### **LEVERAGING RESOURCES**

Local governments are strongly encouraged to continue working with their fiscal counterparts and applicable partners to identify how best to use all available local, state, and federal funding to secure and maintain hotel/motel rooms for NCS and engage in critical rehousing efforts. Key partners include cities, housing and public health agencies, homeless Continuums of Care (CoC), behavioral health, and emergency response agencies. In addition to the PRK and Rehousing Strategy allocations, PRK operators are strongly encouraged to continue to strategically utilize all available local, state, and federal funds to ensure that all PRK and Rehousing Strategy participants

have access to rehousing assistance. Examples of these resources include, but not limited to: the Housing and Disability Advocacy Program (HDAP), Home Safe, Bringing Families Home (BFH), CalWORKs Housing Support Program (HSP), and Emergency Housing Vouchers (EHVs) or other affordable housing vouchers or programs provided through the local CoC or Coordinated Entry (CE) system. Key funding sources that may be utilized toward both PRK operations or rehousing services are described in the Guide to Strategic Uses of Key State and Federal Resources to Reduce Homelessness During the COVID-19 Pandemic; in particular, ESG-CV funds are recommended to be utilized for PRK rehousing costs given the emphasis on emergency response and approaching funding use deadline. CDSS will continue to share resources related to state or federal funding streams that may be available to support continued PRK and Rehousing Strategy programs as they are updated and/or become available.

On January 29, 2021, Governor Newsom announced that FEMA would reimburse 100% of the costs incurred for eligible Project Roomkey programs dating back to January 2020, and through at least September 30, 2021. To maximize this funding, CDSS expects that communities will make every effort to recover all eligible NCS costs through FEMA reimbursement. For support relating to FEMA applications, please utilize the FEMA application resources provided by the Population Change Institute, or contact housing@dss.ca.gov. CDSS will continue to share resources related to FEMA reimbursement with PRK leads as information is updated and becomes available.

## DATA REPORTING REQUIREMENTS

Consistent with current reporting requirements, counties and tribes accepting PRK and Rehousing Strategy funds are required to report updates on the progress of meeting goals identified in the Director Certification and related program data elements as determined by CDSS. These requirements are outlined in ACWDL dated November 18, 2020 and build upon the data reporting needs established in the ACWDL dated June 1, 2020. CDSS uses a web-based data portal for PRK that is also used to collect information on rehousing efforts. This system is mobile-friendly, retains historic data, and allows for day-to-day review. In addition to continued, weekly PRK availability and occupancy reporting, counties or tribes who are participating in the PRK and Rehousing Strategy are required to complete reports twice a month on rehousing and outcomes data.

## TRAINING AND TECHNICAL ASSISTANCE

Training and technical assistance will continue to be offered to help programs develop, strengthen, and enhance their non-congregate shelter operations and rehousing efforts. CDSS will continue to disseminate pertinent resources and training information through regular statewide newsletters, and ongoing technical assistance calls and meetings as needed. CDSS will connect counties and tribes with technical assistance providers to help bolster local efforts, as needed and when applicable. Counties and tribes will be

All County Welfare Director Letter  
Page Five

required to attend regular, statewide calls and may be asked to participate in individual technical assistance meetings, at the discretion of CDSS.

If you have any questions or need additional guidance regarding the information in this letter, contact the Housing and Homelessness Branch at [housing@dss.ca.gov](mailto:housing@dss.ca.gov).

Sincerely,

Original Document Signed By

CORRIN BUCHANAN, Assistant Director of Housing and Homelessness  
Housing and Homelessness Branch

**Attachments:**

Attachment One: FY 2021-22 Project Roomkey and Rehousing Allocations

Attachment Two: FY 2021-22 Project Roomkey and Rehousing Director's Certification

## ATTACHMENT ONE

**FISCAL YEAR 2021-22 PROJECT ROOMKEY AND REHOUSING STRATEGY  
ALLOCATION TABLE**

COUNTY/TRIBE	ALLOCATION
Alameda County	\$11,921,579
Alpine County	\$-
Amador County	\$-
Butte County	\$755,593
Calaveras County	\$117,537
Colusa County	\$-
Contra Costa County	\$4,970,123
Del Norte County	\$75,000
El Dorado County	\$621,265
Fresno County	\$1,662,305
Glenn County	\$-
Humboldt County	\$570,893
Imperial County	\$75,000
Inyo County	\$75,000
Kern County	\$75,000
Kings County	\$1,175,367
Lake County	\$-
Lassen County	\$-
Los Angeles County	\$34,203,178
Madera County	\$75,000
Marin County	\$587,683
Mariposa County	\$-
Mendocino County	\$789,175
Merced County	\$75,000
Modoc County	\$-
Mono County	\$75,000
Monterey County	\$1,796,632
Napa County	\$75,000
Nevada County	\$285,446
Orange County	\$117,537

ATTACHMENT ONE

Placer County	\$906,712
Plumas County	\$-
Riverside County	\$2,417,898
Sacramento County	\$5,339,524
San Benito County	\$75,000
San Bernardino County	\$11,367,478
San Diego County	\$7,270,484
San Francisco	\$32,104,309
San Joaquin County	\$184,701
San Luis Obispo County	\$75,000
San Mateo County	\$335,819
Santa Barbara County	\$772,384
Santa Clara County	\$6,598,846
Santa Cruz County	\$3,744,383
Shasta County	\$419,774
Sierra County	\$-
Siskiyou County	\$75,000
Solano County	\$1,007,457
Sonoma County	\$1,007,457
Stanislaus County	\$83,955
Sutter County	\$184,701
Tehama County	\$-
Trinity County	\$-
Tulare County	\$990,666
Tuolumne County	\$419,774
Ventura County	\$4,315,276
Yolo County	\$2,350,734
Yuba County	\$75,000
Wilton Rancheria Tribe	\$-
Bishop Paiute Tribal Council	\$-
Hoopa Valley Tribe	\$201,491
<b>TOTAL</b>	<b>\$142,498,136</b>



County/Tribe Name:

ATTACHMENT TWO

**PROJECT ROOMKEY AND REHOUSING STRATEGY FY 2021-22  
DIRECTOR'S CERTIFICATION**

County Welfare Directors and Tribal Administrators wishing to accept the FY 2021-22 PRK and Rehousing Strategy funds made available to their county or tribe, reflected in Attachment One, shall complete and return this Directors Certification by **COB on September 10, 2021**. By accepting these funds and signing the certification below, the County Welfare Director or Tribal Administrator agrees to the funding terms and conditions outlined within this letter. This Director's Certification must be completed and signed by the County Welfare Director or Tribal Agency Director operating PRK or the County Welfare Director with whom PRK operators have a formal agreement, i.e. a Memorandum of Understanding (MOU).

**Accepting Funds**

A county or tribe may accept the amount identified within Attachment One, or a portion of these funds. Counties and tribes may also indicate their ability to accept additional funds (in excess of the allocation outlined in Attachment One) should additional funds be available. Note: if the county/tribe wishes to decline these funds, skip to page 3.

To accept funds, check the appropriate box below (select only one) and complete the projected number of individuals the county/tribe will serve with these funds. Refer to Attachment One for allocation amounts.

Section One (complete one option)

- Accept only the total PRK and Rehousing Strategy Allocation amount in Attachment One. Complete the amount the county/tribe is accepting: \$ \_\_\_\_\_
  
- Accept the total PRK and Rehousing Strategy Allocation amount AND accept additional funds (if available) beyond current allocation level.
  - Accept any amount of additional funds (no limit)
  - Accept additional funds up to \$ \_\_\_\_\_
  
- Accept only a portion of the PRK and Rehousing Strategy Allocation amount in Attachment One. Complete the amount the county/tribe is accepting \$ \_\_\_\_\_

Section Two (complete all portions)

Note: If county/tribe checks "no limit" to funds in Section One, please indicate the number of individuals the county/tribe will serve on the allocation amount specified in Attachment One. CDSS will expect counties/tribes to increase goals proportionate to the amount of funding allocated if the amount is greater than the allocation specified in Attachment One.

1. Projected number of individuals the county/tribe will continue to serve or newly serve in Project Roomkey Non-Congregate Shelter (NCS) with these funds:  
\_\_\_\_\_

County/Tribe Name: \_\_\_\_\_

ATTACHMENT TWO

2. Projected number of individuals in Project Roomkey NCS that the county/tribe will support with rehousing services and assistance with these funds: \_\_\_\_\_

**Project Roomkey and Rehousing Strategy**  
**Funding Terms and Conditions**

I, \_\_\_\_\_, County Welfare Director or Tribal Agency Director of \_\_\_\_\_, certify that I will:

1. Operate PRK and Rehousing Strategy services consistent with all state and federal laws, including Housing First as required by WIC Section 8256, enumerated in WIC Section 8255, and further outlined in ACL No. 19-114, and in accordance with recommended PRK and Rehousing program practices outlined in the ACWDL dated November 18, 2020.
2. To the best extent possible, work with applicable partners, including cities, housing and public health agencies, homeless Continuums of Care (CoC), behavioral health, emergency response, to identify and strategically utilize all available local, state, and federal funding, including FEMA reimbursement, to continue to provide NCS, as applicable, and ensure clients in PRK have access to rehousing services and supports to transition to permanent housing rather than a return to homelessness.
3. Collect and report PRK and Rehousing participant data to CDSS including, but not limited to, weekly non-congregate shelter information and rehousing reports on the first and third Monday of each month through the Project Roomkey portal. Access to the portal and further explanation of reporting requirements is available through guidance documents by emailing housing@dss.ca.gov.
4. Complete a rehousing plan, utilizing the template CDSS will release in October 2021, to be returned in January 2022, and other periodic surveys or requests for information requested by CDSS on an as-needed basis.
5. Actively engage in continuous quality improvement efforts including attending technical assistance trainings, 1-1 meetings, and related activities with CDSS and technical assistance providers, as determined by CDSS.
6. Acknowledge that the CDSS reserves the right to reallocate PRK and Rehousing Strategy funds should the CDSS determine it is appropriate or necessary to maximize program impact throughout the state.
7. Submit written notification at least 30 days in advance of any planned PRK and Rehousing Strategy ramp down or closures.

County/Tribe Name:

ATTACHMENT TWO

I certify that \_\_\_\_\_ will utilize the PRK and Rehousing Strategy funding pursuant to the terms outlined above and understand this is a condition of receiving these funds.

\_\_\_\_\_  
Tribal Agency/CWD Director  
Signature

\_\_\_\_\_  
Date

Local PRK Rehousing Lead Contact Information

Please provide the name(s) and contact for the following areas:

- PRK and Rehousing Strategy program lead(s) (local individual who is leading the rehousing efforts/strategy for PRK participants and an appropriate point of contact for CDSS).

Contact Name:

Title:

Email:

Phone:

- PRK and Rehousing data lead(s)

Contact Name:

Title:

Email:

Phone:

County/Tribe Name:

ATTACHMENT TWO

**Declining Funds**

Counties and tribes that do not wish to accept these funds are asked to notify CDSS by completing and signing the section immediately below and returning it to [housing@dss.ca.gov](mailto:housing@dss.ca.gov) as soon as possible but no later than **September 10, 2021**. CDSS will consider the funds declined if no response is provided to CDSS by the county or tribe by **September 10, 2021**. Note: counties and tribes accepting funds should not complete this section; refer to page 1.

To decline the funds, check the box below and complete the name and signature of the County Welfare Director/Tribal Administrator.

Decline the entire amount of PRK and Rehousing Strategy funds available to county/tribe.

\_\_\_\_\_  
Tribal Agency/CWD Director  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name of Tribal  
Agency/CWD Director

\_\_\_\_\_  
Date

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT # 01  
Memorandum of Understanding with  
Department of Housing, Homeless Prevention and Workforce Solutions

AGREEMENT:	DPSS-0002760
PERIOD OF PERFORMANCE:	November 18, 2020 through June 30, 2022
EFFECTIVE DATE OF AMENDMENT:	July 1, 2021
ORIGINAL AGREEMENT AMOUNT:	\$1,658,558
ADDITIONAL ALLOCATION:	\$2,426,664
MAXIMUM REIMBURSABLE AMOUNT:	\$4,085,222

This Amendment # 01 to the MOU, DPSS-0002760, (hereinafter referred to as the "MOU"), effective July 1, 2021, is made and entered into by and between the County of Riverside's Department of Public Social Services (hereinafter referred to as "DPSS") and the County of Riverside's Department of Housing, Homelessness Prevention and Workforce Solutions (hereinafter referred to as "HHPWS" or "Contractor"), both as departments of the County of Riverside, a political subdivision of the State of California ("County"). HHPWS and DPSS may be referred to hereinafter collectively as the "Parties."

**WHEREAS**, DPSS and HHPWS previously entered into that certain MOU, DPSS-0002760, executed on March 12, 2021 and effective November 18, 2020, to provide non-congregate shelter options for people experiencing homelessness and protect human life through the Project Roomkey ("PRK") initiative as part of the state response to the COVID-19 pandemic (hereinafter referred to as "Original MOU"); and,

**WHEREAS**, on July 19, 2021, the California Department of Social Services allocated additional funds to County to support ongoing operations of the PRK initiative and urgent rehousing services for PRK participants (ACWDL-7-29-21); and,

**WHEREAS**, DPSS desires to continue to partner with HHPWS to perform PRK operations; and,

**WHEREAS**, the Parties now desire to amend the MOU to update the Parties respective responsibilities and to increase the maximum reimbursable amount.

**NOW THEREFORE**, DPSS and HHPWS agree as follows:

1. Amend Section I. DEFINITIONS and delete: "B. APS Client(s) refers to a DPSS client(s) who is 65 years or older. These adults are unable to meet their own needs or are victims of abuse, neglect, or exploitation."
2. Amend Section III. DPSS RESPONSIBILITIES, to include: "E. Participate in quarterly Joint Operational Meetings (JOMs), or at agreed-upon frequency, with HHPWS to ensure contract compliance and coordination of services."
3. Amend Section IV. HHPWS RESPONSIBILITIES, to include Subsection A: "5. Ensure that Clients referred to PRK by DPSS are prioritize based on individual needs and in accordance with local PRK guidelines."

JAN 25 2022 3.41

4. Amend Section IV. HHPWS RESPONSIBILITIES, to include Subsection A: "21. Participate in quarterly Joint Operational Meetings (JOMs), or at agreed-upon frequency, with DPSS to ensure contract compliance and coordination of services."

5. Amend Section IV. HHPWS RESPONSIBILITIES, Subsection B. REPORTING, Number 4, to include:

"In addition, HHPWS shall provide a PRK Quarterly Aggregate Report to DPSS by the fifteenth calendar day of the month following the end of the quarter in which services were rendered (i.e., July/August/September report is due by October 15th) on forms approved by DPSS. Reports shall be submitted to DPSS\_ASD\_Contract\_Support@rivco.org. The PRK report shall include but is not limited to the following information:

- 1) Client name
- 2) Client Date of Birth
- 3) Program enrollment date
- 4) Participant Housing Move-In Date
- 5) Participant Exit Date
- 6) Participant Exit Destination
- 7) Total number of active enrolled clients
- 8) Total number of exited clients"

6. Amend Section IV. HHPWS RESPONSIBILITIES, C.1 "MAXIMUM REIMBURSABLE AMOUNT" to read:

"Total payment under this MOU shall not exceed in aggregate **\$4,085,222**. This amount may be modified subject to additional funding by the CDSS and as authorized by the County of Riverside Board of Supervisors. HHPWS shall utilize the PRK and Rehousing Strategy funds allocated in accordance with the eligible uses and funding terms and conditions outlined within the All County Welfare Directors Letter (ACWDL) dated November 18, 2020."

7. Amend the Table of Contents and provisions of the Original MOU to reflect the changes made herein.

8. Miscellaneous. All other terms and conditions of the MOU not modified herein shall remain unchanged and in full force and effect.

9. Effective Date. This Amendment # 01 to the Original Agreement shall become effective July 1, 2021.

**IN WITNESS WHEREOF**, the undersigned, as authorized representatives of DPSS and HHPWS, respectively, certify the establishment of Amendment # 01 to the MOU.

The County of Riverside, a political subdivision of the state of California, on behalf of its Department of Public Social Services

The County of Riverside, a political subdivision of the state of California, on behalf of its Department of Housing, Homeless Prevention and Workforce Solutions

\_\_\_\_\_  
Sayori Baldwin  
Assistant County Executive Officer,  
Human Services

\_\_\_\_\_  
Heidi Marshall  
Director, HHPWS

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to Form  
Gregory P. Priamos  
County Counsel

By: Esen Sainz Nov 22, 2021  
Esen Sainz  
Deputy County Counsel

FORM APPROVED COUNTY COUNSEL  
BY: APD 11/2/2022  
AMRIT P. DHILLON DATE