Housing and Disability Advocacy Program (HDAP) FY 2025-2026 (One-Time Funding Allocation) County Welfare Director's Certification

ATTACHMENT TWO: ONE-TIME FUNDING FY 2025-26 HDAP COUNTY WELFARE DIRECTOR'S CERTIFICATION, INSTRUCTIONS, AND FUNDING CONDITIONS

County Name

Fresno

Department or Agency Name

Department of Social Services

Name

Laura Moreno

Title

Division Chief

Email Address

lhaga@fresnocountyca.gov

Phone Number

(559) 600-2335

ATTACHMENT TWO: ONE-TIME FUNDING FY 2025-26 HDAP COUNTY WELFARE DIRECTOR'S CERTIFICATION, INSTRUCTIONS, AND FUNDING CONDITIONS (CONT'D)

Does the County intend to decline all planning allocation as listed in Attachment One?

No

The County hereby acknowledges the total FY 2025-26 HDAP noncompetitive allocation in Attachment One is:

$602,026.00

Please select only one of the following. The County of Fresno hereby:

Accepts the **total** allocation as listed in Attachment One and indicated above **AND** can accept **additional** funds, if available, **with no limit**.

1. Estimated number of individuals experiencing homelessness to be *newly enrolled* in each fiscal year:

FY 2025–26: : 5
FY 2026–27: : 9
FY 2027–28: : 6

2. Estimated number of individuals experiencing homelessness who will *continue to be served* in each fiscal year (cases that will remain open from prior FY and continue receiving services into the new FY):

FY 2025–26: : 30
FY 2026–27: : 10
FY 2027–28: : 5

3. Estimated number of individuals at risk of homelessness to be *newly enrolled* in each fiscal year:

FY 2025–26: : 2
FY 2026–27: : 3
FY 2027–28: : 2

4. Estimated number of individuals at risk of homelessness who will *continue to be served* in (cases that will remain open from prior FY and continue receiving services into the new FY):

FY 2025–26: : 13
FY 2026–27: : 5
FY 2027–28: : 3

5. Estimated TOTAL number of individuals to serve in HDAP each fiscal year(1-4 combined):

FY 2025–26: : 50
FY 2026–27: : 27
FY 2027–28: : 16

ATTACHMENT TWO: ONE-TIME FUNDING FY 2025-26 HDAP COUNTY WELFARE DIRECTOR'S CERTIFICATION, INSTRUCTIONS, AND FUNDING CONDITIONS (CONT'D)

Please attach a copy of the draft letter(s) or comparable material that will be sent to relevant partner agencies within the community and list of recipients. The county understands that sending final collaboration letters is a requirement to accept the One-Time FY 2025-26 noncompetitive allocation.

HDAP_Draft_Partner_Letter_(one_time_funds).docx

B. Conditions of Funding

I, County Welfare Director of Fresno, certify that I will:

1) Operate an HDAP consistent with relevant laws, regulations, program guidance, and evidence-based practices, including but not limited to:

Welfare and Institutions Code (WIC) sections 18999 through 18999.6
All County Letters (ACL) or similar instruction, including ACL 19-104, the ACWDL dated August 10, 2020, and ACWDL dated September 13, 2021
Housing First requirements as enumerated in WIC section 8255 and further outlined in ACL 19-114 and ACL 24-88.
Evidence-based practices in homelessness assistance and prevention services
Benefits advocacy guidelines issued by HDAP program guidance, and the duties of Authorized Representative specified by the Social Security regulations at Title 20 of the Code of Federal Regulations (CFR) sections 404.1740 and 416.1540

2) Develop and implement written policies and procedures that ensure the administration and operation of HDAP is consistent with relevant laws and program guidance issued by CDSS. CDSS reserves the right to access a counties' written program policies and procedures for the purpose of performing audits, examinations, and/or to review for compliance with these conditions of funding or for the purposes of technical assistance. Counties are encouraged to make written policies available to the public.

3) Actively collaborate with local, state, and federal housing, homelessness, and health systems in order to make best use of available funding and link participants to necessary services. I understand that information on these collaborations will be requested within Program Updates. These collaborating entities may include but are not limited to:
CoC and CES
Behavioral health systems
Medical institutions and emergency response systems
Housing authorities
Public benefit agencies
Legal aid and benefit advocacy providers

4) Collect, track, report and measure relevant program outcomes and engage in continuous data quality improvement, such as:
Enter participants into HMIS in accordance with requirements of Assembly Bill 977 (AB 977, Chapter 397, Statutes of 2021).
Submit HDAP-related program reports, including but not limited to the HDAP PII, as specified by CDSS through an ACL or similar instruction
Participate in formal evaluation efforts which may include executing data sharing agreements with the HMIS administrator
Set program targets and milestones and report to CDSS on progress at least annually or upon request from CDSS

5) Engage in training, technical assistance, and continuous quality improvement, including but not limited to:
Program leads attend meetings and training required by CDSS.
Respond to requests for program amendments to ensure consistent compliance with applicable laws and

guidance, as determined by CDSS

6) Actively engage with technical assistance providers, including those contracted by CDSS, to support program growth, expansion, and improvement by attending meetings and trainings and contributing to technical assistance efforts, such as process mapping, program design, and case conferencing exercises.

7) Respond to requests for program progress reports, updates, expenditure information, including amount spent on prevention services, administrative costs, direct services and financial assistance, or program assessments as requested by CDSS, including but not limited to:

- Annual implementation updates in accordance with a schedule as determined by CDSS.
- Submit more frequent program updates if determined necessary by CDSS due to program performance.
- For Targeted Strategic Investment (TSI) recipients, counties should be prepared to share regular progress updates on their approved projects. This can include providing a log of invoice claims, number of clients served by the project, project changes and proposals, and identifying collaborative partners and contractors.
- Additional information may be requested at the discretion of CDSS.

8) Maximize spending on direct financial assistance and minimize administrative costs in order to ensure that all HDAP participants are provided housing assistance including housing navigation, housing-related financial assistance, case management, and benefits advocacy.

9) For previously awarded funds with a match requirement, including funds appropriated by the Budget Act of 2023 (SB 101) and allocated via CFL 23/24-57, counties must match state HDAP funds with allowable match source funds on a dollar-for-dollar basis and maintain the level of funding expended by the county for HDAP-related services consistent with the match guidelines specified in CFL No. 17/18-79, CFL No. 18/19-25, and Attachment Four of ACWDL dated August 10, 2020. As a reminder, reimbursement of state HDAP funds is dependent on a county's appropriate match documentation. County match funds must be verifiable, and counties are responsible for ensuring that adequate documentation of HDAP match amounts and sources is maintained and provided upon CDSS' request. Counties must still maintain records to document the use of these funds for purposes of audit or review, consistent with the guidance provided in ACL No. 15-26.

10) Notify CDSS in writing at least 30 days in advance of any temporary or permanent interruption or end to HDAP services and operations for any reason, including fully spending the given allocation.

11) CDSS reserves the right to reallocate HDAP funds should a county be out of compliance with applicable laws or guidance issued by CDSS or if CDSS determines it is appropriate or necessary to maximize program impact throughout the state.

I, County Welfare Director of Fresno County, certify that the county will administer the HDAP pursuant to the terms outlined above and understand this is a condition of receiving HDAP funds. The information completed within the form and attached is true and correct.

ATTACHMENT THREE: ONE-TIME FUNDING FY 2025-26 BUDGET TEMPLATE

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1. Administration Staff (wages and benefits)

FY 2025–26: : $97,021.50
FY 2026–27: : $80,026.00
FY 2027–28: : $0.00

2. Overhead

FY 2025–26: : $88,486.00
FY 2026–27: : $55,000.00
FY 2027–28: : $0.00

3. Other Administrative Costs (please describe, if applicable):

Budget:

FY 2025–26: : $0.00
FY 2026–27: : $0.00
FY 2027–28: : $0.00

Please describe the cost or enter "N/A":

FY 2025–26: : N/A
FY 2026–27: : N/A
FY 2027–28: : N/A

1. Case Management (wages and benefits)

FY 2025–26: : $254,586.00
FY 2026–27: : $75,000.00
FY 2027–28: : $0.00

2. Housing navigation staff (wages and benefits)

FY 2025–26: : $0.00
FY 2026–27: : $0.00
FY 2027–28: : $0.00

3. Other Direct Program Service Costs: (please describe, if applicable)

Budget:

FY 2025–26: : $328,928.00
FY 2026–27: : $125,000.00
FY 2027–28: : $0.00

Please describe the cost or enter "N/A":

FY 2025–26: : Advocacy staff (wages and benefits), HMIS licenses, office expenses, evictions, legal fees
FY 2026–27: : Advocacy staff (wages and benefits), office expenses, evictions, legal fees
FY 2027–28: : N/A

1. Continued Rental Subsidies (Continued housing for individuals enrolled in the program prior to July 1, 2025, and who will receive rental subsidies after July 1, 2025).

FY 2025–26: : $155,852.39
FY 2026–27: : $20,000.00
FY 2027–28: : $0.00

2. Rental subsidies for newly housed

FY 2025–26: : $165,520.89
FY 2026–27: : $100,000.00
FY 2027–28: : $0.00

3. Security deposits

FY 2025–26: : $58,680.89
FY 2026–27: : $8,000.00
FY 2027–28: : $0.00

4. Landlord Incentives

FY 2025–26: : $54,830.89
FY 2026–27: : $12,000.00
FY 2027–28: : $0.00

5. Utility Payments

FY 2025–26: : $72,430.89
FY 2026–27: : $20,000.00
FY 2027–28: : $0.00

6. Temporary Housing (e.g., motels, bridge, or interim housing)

FY 2025–26: : $145,520.89
FY 2026–27: : $80,000.00
FY 2027–28: : $0.00

7. Move-in costs (e.g. furniture, storage, relocation assistance such as movers or rental trucks)

FY 2025–26: : $46,584.89
FY 2026–27: : $5,000.00
FY 2027–28: : $0.00

8. Costs associated with making a home habitable/accessible (e.g., repairs, modifications, rehabilitation, damages)

FY 2025–26: : $42,290.89
FY 2026–27: : $2,000.00
FY 2027–28: : $0.00

9. Other Direct Financial Assistance: (please describe, if applicable)

Budget:

FY 2025–26: : $78,686.89
FY 2026–27: : $20,000.00
FY 2027–28: : $0.00

Please describe the cost or enter "N/A":

FY 2025–26: : client needs, damage/repairs
FY 2026–27: : client needs, damage/repairs
FY 2027–28: : N/A

Please enter the total funds anticipated to be used in:

FY 2025–26: : $1,589,421.00
FY 2026–27: : $602,026.00
FY 2027–28: : $0.00

By checking the box below,

I confirm the funding entered in Section D does not exceed the Total Allocation accepted by County of Fresno.

ATTACHMENT FOUR: EXPENDITURE EXPLANATION

Expenditure Explanation:

The County of Fresno Department of Social Services (DSS) contracts with two vendors to provide HDAP services to eligible clients. The first vendor
provides disability income application assistance, advocacy and housing assistance. The second vendor provides disability legal aid, and adequate
representation to navigate the disability application and appeals process. DSS also has a Supplemental Security Income Advocacy Program that provides support to clients who have physical and/or mental impairments(s) in applying Social Security Administration (SSA) disability income/benefits and/or appealing SSA disability decisions.

The County of Fresno DSS has been allocated $602,026 match-exempt funds for fiscal year 2025 – 2026 to be expended by June 30, 2028.

The County of Fresno DSS received an allocation for fiscal year 2022-2023 in the amount of $2,676,598, which subsequently was reduced by
approximately $1.5M due to the state budget shortfall to $1,133,345. This allocation is set to expire on June 30, 2026. For Fiscal Year 2025-26, the County of Fresno DSS received a total of $445,684 to be expended by June 30, 2026. An additional $10,392 was added for FY 26-26 annual allocation for a total of $456,076

After all FY 2025-2026 expenses have been allocated, the County of Fresno currently has $1,589,421 available to expend in fiscal year 2025-2026.
Based on trends and projections of expenditures, the County of Fresno DSS anticipates the entirety of the FY 2022-2023 and FY 2025-2026 allocations to be expended by June 30, 2026. The entirety of the FY 25-26 one-time funds ($602,026) are anticipated to be expended in FY 26-27.

County Welfare Director's Signature

I certify that Fresno County will administer the HDAP program pursuant to the terms outlined in the preceding sections and understand this is a condition of receiving HDAP funds. The information completed within the form and attached are true and correct.

County Welfare Director's Signature

Signature of: Sanja Bugay

Signature Date

12/23/2025

Fund/Subclass: 0001/10000
ORG No.: 56107001
Account No.: 7870/0