

**BOARD OF SUPERVISORS, COUNTY OF LAKE, STATE OF CALIFORNIA
RESOLUTION _____**

**RESOLUTION OF THE LAKE COUNTY BOARD OF SUPERVISORS AUTHORIZING
LAKE COUNTY BEHAVIORAL HEALTH SERVICES TO ACT AS THE COLLABORATIVE
APPLICANT (AKA ADMINISTRATIVE ENTITY) FOR THE LAKE COUNTY CONTINUUM
OF CARE**

WHEREAS, the Federal Department of Housing and Urban Development (HUD) has designed the Continuum of Care (CoC) Program to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and State and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effect utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness as authorized by 24 CFR part 578.1.

WHEREAS, HUD has recognized the geographical area of Lake County as a Continuum of Care (LCCoC) in California, named CA-529, since 2016; and

WHEREAS, by structure, CoCs have a Collaborative Applicant (AKA Administrative Entity, AKA Lead Applicant) that is the eligible applicant designated by the CoC to collect and submit the CoC Registration, CoC Consolidated Application (which includes the CoC Application and CoC Priority Listing and apply for CoC planning funds on behalf of the CoC during the CoC Program Competition, administer State funding for housing including the Emergency Solutions Grant (ESG) received from HUD, and

WHEREAS, the LCCoC has voted to establish the County Department of Behavioral Health Services as the Collaborative Applicant on September 6, 2018, formally beginning January 1, 2020, and

WHEREAS, the Board of Supervisors for the County has previously recognized Behavioral Health Services as the Collaborative Applicant/Administrative Entity in approved agreements in receiving and providing grants.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for County does hereby determine and declare as follows:

Lake County Behavioral Health Services (LCBHS) is the Collaborative Applicant for the Lake County Continuum of Care (CA-529).and will comply with the provisions of 24 CFR 578.7,

including coordinating with the development of the LCCoC system, LCCoC planning, Coordinated Entry System, HMIS and the support of the various functions and activities as required by the HEARTH Act.

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In addition, LCBHS will act as the administrative and fiscal entity for homeless funding for the day-to-day operations of the LCCoC. LCBHS is the administrative and fiscal entity for state and local funding from homeless programming that designates the LCCoC as the eligible applicant and requires the local entity to be the fiscal agent.

Section 1- Collaborative Applicant

The Collaborative Applicant/fiscal agent (also known as the Administrative Entity) of the LCCoC is the designated legal entity to fulfill the following responsibilities:

- 1.1 HUD Responsibilities of the Collaborative Applicant:
 - a.) Collects and submits the LCCoC Registration, Consolidated Application and CoC Priority Listing.
 - b.) Applies for LCCoC planning funds on behalf of the LCCoC.
 - c.) Acts on behalf of the LCCoC when applying for HUD grants and is the point of contact with HUD representatives.

Collaborative Applicants Additional Responsibilities:

- 1.2) Has a leadership role in the development of the LCCoC Consolidated Application, aligning with the Notice of Funding Availability.
- 1.3) Applies for additional funding as directed by the LCCoC.
- 1.4) Recommends an eligible applicant to manage the LCCoC HMIS, which will be known as the HMIS Lead.
- 1.5) Fulfills fiscal responsibilities for the LCCoC planning and related project funds in accordance with HUD requirements (OBM 2 CRF 200), as well as state and non-federal funds, that include, but are not limited to maintain all financial records of related expenses for HUD-required and LCCoC activities, ensure match requirements are fulfilled, provide at least quarterly financial reports to the LCCoC Executive Committee and General Members, contract with all LCCoC awarded Request for Proposals (RFP), and execute and oversee fulfillment of contracts as directed by the LCCoC.
- 1.6) Make available LCCoC records to the public, by written request, within seven to ten working days. The Collaborative Applicant representative will inform the Executive Chair of public disclosure requests.

Section 2 –Homeless Management Information System (HMIS)

The HMIS Lead is the legal entity that has been designated by the LCCoC in accordance with the Federal Homeless Emergency Assistance and Rapid Transition to Housing Continuum of Care Program (24 CFR Part 578) to operate the LCCoC Homeless Management Information System on its behalf. The LCCoC Executive Committee will vote to approve the HMIS Lead services. The HMIS Lead agency will work with the LCCoC to assist in following all U.S. Department of Housing and Urban Development regulations and protocols. The HMIS Lead will assist the LCCoC with annual reports and will consult with the LCCoC on annual updates made to this Governing By- Laws.

THIS RESOLUTION was passed and adopted by the Board of Supervisors of the County of Lake at a regular meeting thereof on the _____ day of _____ ~~2023~~, by the following vote:
2024

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

SUSAN PARKER
Clerk of the Board of Supervisors

By: _____

APPROVED AS TO FORM:

COUNTY OF LAKE



LLOYD GUINTIVANO, County Counsel

CHAIR, Board of Supervisors
Jessica Pyska