



YOLO COUNTY HEALTH AND HUMAN SERVICES AGENCY



MHSA Housing Program

Supportive Housing and Services Information

Supportive Services Plan - Sections D.1 through D.9

180 W. Beamer Street Apartments



Item D.1 Shared Housing Development Summary Form (Attachment B)

RENTAL HOUSING DEVELOPMENT SUMMARY FORM

County Mental Health Department: Yolo County Health & Human Services Agency

Name of Development: 180 W. Beamer St. Apartments

Site Address: 180 West Beamer Street

City: Woodland State: CA Zip: 95695

Development Sponsor: Mercy Housing California

Development Developer: Mercy Housing California

Primary Service Provider: TBD

New Construction Acquisition/Rehabilitation of an existing structure

Type of Building: Apartment Building Single Family Home
 Condominium Other

Total Development		MHSA Funds	
Total Number of Units:	80	Total Number of MHSA Units:	20
Total Cost of Development:	\$26,202,000	Amount of MHSA Funds Requested:	\$3,100,000
		Capital:	\$3,100,000
		Capitalized Operating Subsidies:	\$0

Other Rental Subsidy Sources (if applicable): Yolo County Housing will provide twenty (20) 15-year Project-Based Section 8 Vouchers, renewable for an additional 15 years, to the 20 MHSA regulated units.

Target Population (please check all that apply): MHSA-eligible clients aged 18+; may include Older Adult and TAY.

Child (w/family) Transition-Age Youth
 Adult Older Adults

County Contact

Name and Title: Mindi Nunes

Agency or Department Address: 625 Court St, Room 202, Woodland, CA, 95695

Agency or Department Phone: (530) 666-8150

Agency or Department Email: Mindi.Nunes@yolocounty.org

Item D.2 Development Description

The Development Description should provide a narrative (approximately two pages) that includes:

1. Name and location of the proposed housing development;
2. Service goals of the development;
3. Characteristics of tenants to be served; (new construction or acquisition/rehab.);
4. Type of housing to be provided;
5. How the building(s) in which housing and services will be provided will meet the housing and service needs of the MHSa tenants (location, building type, layout, features, etc.)
6. Name of primary service provider, property manager, and other development partners; and,
7. Summary of the development financing. (Name sources only, do not include dollar amounts.)

Response:

Proposed Housing Development

Located at the northeast corner of West Beamer and North Cottonwood Streets in Woodland, California, in Yolo County, on the site of the former Peterson Clinic and south of the Yolo Adult Day Health Center, the proposed community will consist of 80 garden-style apartments in 15 two-story buildings on a 4.5 acre parcel. The apartment mix at 180 W. Beamer Street Apartments will be 26 one bedroom, 30 two bedroom, and 24 three bedroom apartments and townhomes (hereafter referred to as "Development"). Twenty (20) of the units will be reserved for MHSa-eligible tenants whose units will be subsidized by Project Based Section 8 vouchers for an initial 15 year term (renewable for an additional 15 years). There will also be a separate, 3,300 sq ft community building that will include staff offices, community space (conference room, multipurpose room, and kitchen), laundry facilities, a computer area, and an outdoor terrace.

1. Service Goals

It is the primary objective of the County funded Full Service Partnership ("FSP") to provide adequate voluntary services for MHSa tenants to help them maintain tenancy in an affordable, service-enriched family oriented Development that promotes housing stability and support consumers' recovery. These voluntary services will include, but not be limited to: outreach and engagement services, peer and family support services, crisis intervention, mental health assessment and evaluation, individual services planning, care coordination, independent living skills training, budget planning, consumer leadership development, and mobility training. Tenant services will also promote linkage to existing supportive systems, such as primary healthcare, employment services, educational services, assistance with food and clothing, mainstream benefits, substance abuse treatment services, and community building resources. Services will occur onsite, and in community and clinic-based settings with a frequency that is individually determined.

2. Characteristics of Tenants

Individuals targeted for the 20 MHSa regulated units will be adults, aged 18 and over, with Serious Mental Illness (SMI) often accompanied with complex and long-term social and medical issues. MHSa eligible tenants must be currently at risk of homelessness, or be homeless, and 11 of the 20 MHSa regulated units will house MHSa tenants who also meet HUD's definition of homelessness. It is anticipated that all MHSa tenants will be Yolo County Health and Human Services Agency clients who are assessed as eligible for MHSa Full Service Partnership (FSP) outpatient services (MHSa tenants aged 18 and over may be eligible for Adult, Older Adult or TAY FSP services). Each person's health profile will require an individualized approach for assessment of needs and establishment of treatment goals.

3. Type of Housing

The proposed Development will be newly constructed multifamily rental housing.

4. Housing and Services Needs

Located in a residential part of Woodland in close proximity to public transportation, a variety of health services, shopping, and schools, the residents of the Development will be within easy reach to many neighborhood amenities, including a full time Federal Qualified Health Center community clinic and County Public Health services across the street.

The proposed Development is designed to integrate well with the surrounding neighborhood. All of the residential buildings will be garden-style, two-story structures with variant of building elevations, colors, and materials that give architectural variety and interest. Ample parking will be included on-site.

A large community building is centrally located and will include space for management and resident services offices in addition to common areas such as a laundry room, computer area, community kitchen, and large indoor/outdoor gathering spaces. In addition there will be dedicated outdoor space that will include a play structure for younger children and open play areas for older children. Open space will also be available for outdoor seating and a BBQ area.

Unit amenities include well-sized bedrooms, full kitchens with a refrigerator, dishwasher, sink with garbage disposal, and full-sized ranges with exterior vented hoods. State and local energy efficiency standards will be exceeded in order to minimize tenant utility bills. All ground floor units will also be fully handicap accessible or adaptable.

Housing needs of the MHSa tenants have been consistently identified as a priority by consumers, family members, and service providers in Yolo County. There is a need for more stable housing with supportive services that is operated in a way that promotes consumer choice and a voluntary service model. The services and goals for the 180 W. Beamer Street Apartments will be developed in partnership with the tenants and will be client-directed utilizing a strengths-based approach.

5. Agency Partners

The Yolo County Health and Human Services Agency (HHSa) will be the lead agency in ensuring that care coordination and mental health services are made available to the 20 MHSa tenants. Yolo County will either provide these services directly or contract with a mental health services provider to offer wrap-around services, care coordination, and other mental health services.

6. Development Financing Summary

The project will be financed using a combination of Mental Health Services Act funds, CA HCD Supportive Housing Multifamily Housing Program funds, a Yolo County land donation, and Low Income Housing Tax Credits.

Item D.3 Consistency with the Three-Year Program and Expenditure Plan

Describe how the proposed housing development is consistent with the sponsoring county mental health department's approved Three-Year Program and Expenditure Plan. Provide specific information regarding how the development meets the priorities and goals identified in the Three-Year Program and Expenditure Plan.

Response:

Since the first MHSAs Community Stakeholder Meeting, the lack of safe and affordable housing for Yolo County's Seriously Mentally Ill clients has been identified as a serious problem. Prior to the passage of Proposition 63, Yolo County demonstrated its concern for the homeless mentally ill through its "AB 2034" program. Then and now, needs exceeded available resources. Nevertheless, stakeholders met and consulted on local housing issues, and in 2008, Yolo County MHSAs received an allocation from the State of \$3.1 Million for development of housing for MHSAs clients, (which allocation was assigned to CalHFA until development plans were determined). Assuming one-third of the funding would be set aside for subsidies, stakeholders determined they could plan for 17 units. Their search for suitable county-owned property was frustrated by difficult economic times (the Recession) and competing priorities in the county. After considering several sites, Yolo County MHSAs settled on an old (vacant) hospital site at W. Beamer and N. Cottonwood Streets in Woodland, the site is on two major bus lines and very near a community clinic. Just across the street are the offices of Yolo Health and Human Services Agency, which offers integrated Health, Mental Health, Employment and Social Services. To help MHSAs tenants avoid stigma-enhancing circumstances, MHSAs chose a location where they could fund 17 (+/-) units scattered among others in a large complex.

In 2013, working in conjunction with Yolo County Housing, and including clients, community stakeholders and staff in the evaluation process, Yolo MHSAs completed a Request for Proposal (RFP) process and selected Mercy Housing to partner with New Hope Community Development Corporation (a non-profit subsidiary of Yolo County Housing). Development plans have undergone several iterations, and current plans include 80 units for low income singles and families, with single units scattered throughout the complex to be reserved for MHSAs eligible clients who are either coping with chronic homelessness or who are at risk of homelessness. Recently, all parties agreed that MHSAs would receive a total of 20 units in the complex and Yolo County Housing would provide 20 site-based housing vouchers for each of these MHSAs units for a period of 30 years. The provision of vouchers for all MHSAs residents at 180 W. Beamer Street will allow those MHSAs dollars previously set aside for subsidies to be used for development.

Yolo County in all of its MHSAs Program and Expenditure Plans and Annual Updates clearly prioritizes meeting the needs of the underserved Seriously Mentally Ill (SMI) client population, and in addition to offering comprehensive recovery-based mental health services, provides for relief from chronic homelessness, unstable living conditions, addiction and substance abuse, isolation, untreated illnesses, inadequate nutrition and poverty. Although 20 units will not end homelessness in Yolo County, we are confident that over the next 30 years, these units will make a tremendous difference for hundreds of MHSAs clients and help them on their journey toward wellness and recovery.

Item D.4 Description of Target Population to be Served

Describe the MHPA Shared Housing Program target population to be served in the development. Include a description of the following:

1. Age group, i.e., adults, older adults, children, transition-aged youth;
2. The anticipated income level of the MHPA tenants; and,
3. A description of the anticipated special needs of the target population to be served, e.g., physical disabilities, chronic illness, substance abuse, prior housing status, etc.

Response:**1. Age Group**

The proposed Development will serve MHPA eligible adults, aged 18 and older, experiencing serious mental illness (SMI) coupled with issues of homelessness.

2. Income Level

Most, if not all, MHPA eligible tenants, especially those qualifying as “chronically homeless,” will have little or no income, work history or entitlements. Some MHPA eligible tenants may be on SSI or have another source of income, but it is estimated that the maximum income level of the MHPA eligible tenants will be under \$900 per month, which is below Extremely Low Income (30% of Median).

3. Special Needs

In addition to needing comprehensive mental health care, supportive housing services and independent living skills enhancement, MHPA eligible tenants will likely also require health care, dental care, ongoing substance abuse treatment, vocational services and continued access to our MHPA Benefits Specialists.

Item D.5 Tenant Eligibility Certification

The county mental health department is responsible for certifying the eligibility of individuals, applying for tenancy in an MHSAs unit, for compliance with the target population criteria. Submit a narrative description of the following:

1. How an individual applies to the county to become certified as eligible for an MHSAs unit;
2. How certification of eligibility will be documented, provided to the individual applicant, and maintained by the county; and,
3. How certification of eligibility will be provided to the property manager/development.

Response:

Yolo County Health and Human Services Agency and its Mental Health Services Act Program and Expenditure Plan commit to a standardized tenant and certification application for all potential tenants of the program.

1. **Certification.** An individual who is interested in being certified as eligible for a MHSAs regulated unit would apply at the Yolo County Health and Human Services Agency, Adult and Aging Branch, located at 137 N. Cottonwood Street, Woodland, CA 95695. All clients who apply for MHSAs housing will also be assessed for eligibility as MHSAs-eligible clients of the agency. Applicants will be asked to sign up for an intake appointment with a clinical staff member in order to determine eligibility and benefits status. HHSAs clinical staff will assess the applicant for homelessness or at-risk for homelessness, a serious mental health disability, and eligibility for MHSAs services with Yolo County.
2. **Documentation.** MHSAs eligible clients will be required to provide evidence of homelessness or being at-risk of homelessness, and evidence of their mental health disability. A project-specific certification will need to be completed and signed by the appropriately designated Yolo County HHSAs staff.

The assessment records and a copy of the certification of eligibility for a MHSAs unit will be maintained as a confidential record at Yolo County HHSAs. A confidential log of all applicants and findings will be maintained by the designated Yolo County staff. A copy of the certification document will be provided to the individual.

Item D.6 Tenant Selection Plan

Provide a tenant selection plan, specific to the proposed development, that describes the following:

1. How prospective tenants will be referred to and selected for MHSA units in the development;
2. The tenant application process;
3. The procedure for maintaining the wait list;
4. The process for screening and evaluating the eligibility of the prospective MHSA tenants;
5. The criteria that will be used to determine a prospective MHSA tenant's eligibility for occupancy in the development;
6. The appeals process for individuals who are denied tenancy in an MHSA unit; and,
7. The reasonable accommodations policies and protocols.

NOTE: The Department's approval of the MHSA Housing Application does not ensure that the Tenant Certification/Referral Process is compliant with state and federal fair housing laws. Please seek legal counsel to ensure that the Tenant Certification/Referral Process complies with state and federal fair housing laws.

Response:

The MHSA Tenant Selection Plan for the Development reflects collaboration by the Yolo County Health and Human Services Agency (Yolo County HHSA) and the property management provider, Mercy Housing Management Group (MHM).

1. Referrals

Potential tenants for the twenty (20) MHSA units reserved for persons with a mental health disability must be referred to the Development by Yolo County HHSA. Any person who contacts the project directly will be referred to the Yolo County HHSA for eligibility determination. Upon certification, the individual will be referred to MHM to submit an application for a MHSA apartment unit. The MHSA supportive services provider will work with MHM, Yolo County HHSA and other supportive services providers to meet the challenge of attracting eligible applicants. The MHSA supportive services provider will use culturally competent efforts to outreach to and engage members of the target population - including those among unserved or underserved ethnic communities and other minority populations - and will utilize a variety of proven outreach strategies to recruit residents for the MHSA units. Successful community collaboration with local supportive services agencies will also facilitate the identification and referrals of appropriate candidates.

2. Application Process

Yolo County commits to a fair tenant and certification application process for all potential MHSA tenants of the program. Potential MHSA tenants will be informed that MHSA eligibility will be determined within 30 days. MHSA eligible tenants will be certified and verification of eligibility criteria will be documented and certified.

Yolo County HHSA or its designee shall offer assistance to all applicants, if desired, with completing the MHSA application. Once certified, the mental health service provider shall also assist with all related housing application procedures.

3. Procedure for Maintaining the Wait List

Initial housing applications for MHSA regulated units will be processed by lottery. The lottery will place all

interested applicants, regardless of when they put their name on the interest list, in the order in which their applications will be processed. Prior to the lottery, Yolo County HHSA will have referred eligible applicants to property management staff for the twenty (20) set-aside MHSAs units. These referrals will be considered for both MHSAs-financed units and any other units for which they may be eligible.

After initial rent-up, applications will be processed in the order in which they are received. If no units are available, eligible applicants will be placed on the waiting list, including MHSAs-eligible clients. The property's waiting list will include a preference structure that prioritizes transfers with appropriate administrative justification within the development. When property management receives a 30-day notice of pending departure from an existing tenant, property management will inform Yolo County HHSA of the available rental unit and the names of MHSAs-eligible applicants on its waiting list. Yolo County HHSA will confirm waitlist priority with their referral list and provide the applicant with written notification of the available housing unit and directions for responding. If the applicant declines the available unit, Yolo County HHSA will notify the next applicant on the referral list and property management staff will be notified accordingly.

4. Screening Process and Eligibility Criteria

The applicant will be screened by the property manager onsite or at another location, as may be appropriate, to provide accommodation to the applicant. This screening will include review of the completed application, credit report, and criminal history check. Applicants successfully passing this screening will be placed on a property management waiting list, if necessary. Documentation of third-party income verification, landlord and/or other references, and other verification forms will be obtained when a specific unit is made available. The MHD or designee will provide support to certified applicants during the screening process, if assistance is desired by the applicant.

The eligibility criteria for MHSAs regulated units are:

- (1) Homeless or imminent risk of being homeless
- (2) Meeting Yolo County's adult target population criteria for Serious Mental Illness and MHSAs Full Service Partnership.

It should be noted that the listed criteria may not be exhaustive as there may be other criteria imposed by other site-specific funding requirements, such as maximum income, chronic homelessness and voucher criteria. The MHSAs Program eligibility, however, is the minimum standard criteria for the MHSAs Housing eligibility and certification. Yolo County HHSA will assess applicants for homelessness or at-risk of homelessness as well as mental health disability.

5. Right to Appeal

Applicants will be given notification of assignment to the waiting list or reason for denial after consideration of the credit and criminal background checks. They will also be given written notification of specific occupancy date or reason for denial after final processing. All notices of denial will include information on the right to appeal and reminder notice of the right to reasonable accommodation for disability. Applicants will be entitled to receive a copy of the standard Grievance and Appeal Procedure as used by Mercy Housing California (MHC) and Mercy Housing Management Group (MHM). A copy of any denial notice for MHSAs-eligible applicants will be sent to Yolo County HHSA. In such cases, Yolo County HHSA may assist applicants in appealing the denials.

6. Reasonable Accommodations

All applicants will be given notice in the application package of their right to reasonable accommodation as well as their right to appeal screening decisions. All background information obtained from credit reports, criminal history checks and/or landlord or other personal references will be considered in the light of Mercy Housing's

and Yolo County HHSA's commitment to provide housing for people in transition and with special needs. Applicants with negative background information will have the opportunity to demonstrate that past behavior was related to a disability and request reasonable accommodation.

The availability of supportive services to assist the applicant in meeting the conditions of tenancy may also be considered in evaluating a reasonable accommodation. If landlord references are not available, two personal references (other than family members) will be required. Required references can be provided by staff of a homeless shelter, other homeless service providers, social workers, or others involved with the applicant in a professional capacity. These references should come with as much information as possible about where the applicant has been living for the past three years. Landlord, personal, or other references must indicate the ability to care for the property and pay rent on time, as well as the ability to peacefully co-habit with other residents. The landlord reference check is conducted to determine that an applicant has:

- Demonstrated an ability to pay rent on time and in full.
- Followed the rules and regulations.
- Kept his or her residence in a clean and sanitary manner.
- Kept his or her residence undamaged.
- At no time received a notice for lease violation(s).
- Behaved as a good neighbor and resident.

In the screening process, the property manager may consider extenuating circumstances in evaluating information obtained during the screening process to assist in determining the acceptability of an applicant for tenancy. If the applicant is a person with disabilities, the owner may consider extenuating circumstances where this would be required as a matter of reasonable accommodation.

This project will comply with federal, state, and local fair housing and civil rights laws, as well as with all equal opportunity requirements during marketing, rent-up and ongoing operations. Specifically, the project is committed to requirements of Title VI of the Civil Rights Act of 1964, Title VIII and Section 3 of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974), Executive Order 11063, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Fair Housing Amendments of 1988, and legislation which may subsequently be enacted protecting the individual rights of residents, applicants, or staff. The project will not discriminate against prospective residents on the basis of the fact or perception of any consideration made unlawful by federal, state or local fair housing laws. The project will not discriminate against prospective residents on the basis of their receipt of, or eligibility for, housing assistance under any Federal, State or local housing assistance program or on the basis that prospective residents have minor children. While the Property will not discriminate against those using Section 8 certificates or vouchers or other rental assistance, applicants with such rental assistance must meet all eligibility requirements. The Property will work closely with legal counsel and regulatory agencies throughout the marketing and outreach process to ensure full compliance with all applicable requirements. The project will also abide by the requirements of the State MHSA Housing Program and the California Tax Credit Allocation Committee, specifically related to evaluating applicant income eligibility, supportive housing, and special needs requirements solely on their merit without regard or consideration of any protected classes stated and enumerated above.

Item D.7 Supportive Services Plan

NOTE: A tenant's participation in supportive services may not be a condition of occupancy in MHSa units.

Describe the development's approach to providing supportive services to MHSa tenants. The following information should be provided:

1. A description of the anticipated needs of the MHSa tenants;
2. The supportive service provider's initial and ongoing process for assessing the supportive service needs of the MHSa tenants;
3. A description of each service to be made available to the MHSa tenants, to include where and how the service will be delivered, the frequency of the service delivery and identification of the service provider. A description of the available services and supports should include, but not be limited to:
 - a) Mental health services
 - b) Physical health services (including prevention programs)
 - c) Employment/vocational services
 - d) Educational opportunities and linkages
 - e) Substance abuse services
 - f) Budget and financial training
 - g) Assistance in obtaining and maintaining benefits/entitlements
 - h) Linkage to community-based services and resources
4. Indicate whether or not there will be an onsite service coordinator, and include the ratio of onsite staff to MHSa tenants. If there is no onsite service coordination, provide a description of service coordination for the development;
5. A description of how services will support wellness, recovery and resiliency. It is anticipated that the supportive services plan for the development will include services that are facilitated by peers and/or consumers. If this is not part of your service delivery approach, please provide an explanation;
6. A description of how the MHSa tenants will be engaged in supportive services and community life. Include strategies and specific methods for engaging tenants in supportive services and the frequency of contact between supportive services staff and MHSa tenants. This description should also include the identification of staff (the responsible service provider) and specific strategies for working with MHSa tenants to maintain housing stability and plans for handling crisis intervention;
7. If the Development is housing for homeless youth, provide a description of services to be provided to meet the unique needs of the population including engagement strategies and peer involvement. In addition, provide a description of how transition-aged youth MHSa tenants will be assisted in transitioning to other permanent housing once they reach 25 years of age;
8. Supportive services must be culturally and linguistically competent. Describe how services will meet this requirement including, when necessary, how services will be provided to MHSa tenants who do not speak English and how communication between the property manager and the non-English speaking MHSa tenants will be facilitated;
9. Describe the process to ensure effective communication between the service provider and the property manager regarding the status of MHSa tenants in the development and any other issues regarding the development, including but not limited to regularly scheduled meetings and the identification of a single point of contact for communication and coordination of supportive services; and,

10. Describe the plan for developing "house rules" and **provide a copy of any rules** that may be in place at initial rent-up; (**Please label and attach as "House Rules"**).

Response:

D.7 Supportive Services Plan

The Community Services and Supports Component (CSS) of the current Mental Health Services Act (MHSA) Three-Year Program and Expenditure Plan (found at: <http://www.yolocounty.org/home/showdocument?id=25619>), provides for comprehensive supportive service plans, Full Service Partnerships (FSP) to individuals of all ages, by age groups as identified under MHSA. FSP services are delivered in the community to those adult individuals identified as meeting seriously mentally ill (SMI) criteria, and to those children and youth identified as meeting Seriously Emotionally Disturbed, or SED criteria, who do not otherwise have access to adequate mental health services (i.e., unserved or underserved). These individuals may be chronically homeless, indigent, and in need of intensive supports and services in order to maintain housing and self-care. These MHSA clients receive a wide range of services designed to help them maintain independence while working toward recovery. MHSA services continue as long as the client is a willing participant in and is in need of intensive services and supports in order to maintain wellness and live independently in the community. The designated service provider for the MHSA designated units will be Yolo County Health and Human Services Agency (HHSA). Although HHSA is the primary provider of FSP services in Yolo County, the agency also contracts with a community based provider to deliver some of the FSP services, such as Assertive Community Treatment. Presently, HHSA contracts with Turning Point Community Programs, a well-established community provider of services to the Seriously Mentally Ill (SMI) population and our community partner of several years, to serve approximately one-third (1/3) of its FSP client population over age 18.

Yolo County hereby submits this Supportive Services Plan with the intention that the MHSA-funded units in this development will be offered to FSP-eligible applicants who are chronically homeless and/or at risk of homelessness;

1. Anticipated Needs of Tenants

The individuals targeted for the twenty (20) MHSA regulated units will be adults aged 18 and over with serious mental illness and complex social and/or medical issues. All will either be homeless at the time of application, at-risk of homelessness, or a recent history thereof. Services offered will follow the Full Service Partnership model, including recovery-oriented, strength-based and comprehensive services intended to support the tenant in maintaining housing and living independently in the community. FSP services, including 24-7 crisis response, will be made available to the tenant and applied based on client need and choice. MHSA tenants will be served by a multi-disciplinary team comprised of either HHSA or provider staff, including direct contact with Peer Support Workers (mental health consumers/family members on staff). In addition to having frequent contact with MHSA staff and individualized case management services on site, MHSA tenants will be living within one block of the MHSA Wellness Center, a Community Health Clinic, the HHSA Service Center, and the HHSA Mental Health Clinic. MHSA tenants will have access to services at these locations; however, the nearby services are to be considered supplementary or complementary to the client's primary MHSA tenant services. A range of mental health and related services shall be offered to all MHSA tenants. All services will remain voluntary.

2. Initial and Ongoing Assessment Process

HHSA clinical staff are responsible to interview all potential clients in person and complete a comprehensive bio-psychosocial assessment ensuring that clients meet medical necessity criteria for specialty mental health services, are unserved, under-served or inappropriately served; and meet either the criteria for chronically homeless or at risk of homelessness. This assessment, which will include a history of mental illness, mental health treatment, life functioning, collateral information as appropriate, a review of medical records, and the Level of Care Utilization System (LOCUS) and Adult Needs and Strengths Assessment (ANSA). These tools provide the clinical staff with the information necessary to determine if clients meet criteria for MHSA services

and are in need of supportive housing. Following this determination, the tenant will apply for certification for the MHPA regulated unit. All MHPA tenants will be re-assessed at least every two years, with the LOCUS and ANSA being re-administered more regularly to ensure that needs are being met and that clients are benefitting from services.

For those clients who choose not to participate in MHPA services, or who are no longer in need of this level of service, HHPA and provider staff will continue to provide services and support commensurate with need and ensure that client is stable and housed.

Description of Services

- a. **Mental Health Services.** Yolo County MHPA eligible tenants will be offered intensive and comprehensive clinic and field-based mental health services. MHPA tenants will be offered frequent case management, clinical intervention and psychiatric services to support wellness, recovery and continued community integration. Mental Health services, including crisis response, are provided by HHPA and Turning Point Community Programs. In addition to offering pro-social activities and life skill supports, the MHPA Adult Wellness Center coordinates opportunities for clients to attend therapeutic groups to suit various client needs, such as support for clients with co-occurring substance use disorders, those who would like to quit smoking, and/or clients who would like job-readiness assistance.
- b. **Physical Health Services.** Yolo County HHPA has established MOUs with primary care providers in the community; most notably, CommuniCare Health Centers', Hansen Family Clinic, which is located a few steps away, on the opposite corner to the 180 W. Beamer complex. MHPA Case Managers remain ready to link clients to medical services at Hansen Clinic or another local primary care provider that can appropriately meet their needs.
- c. **Employment/Vocational Services.** MHPA tenants will have access to employment and vocational services through both HHPA and Turning Point Community Programs. Both agencies provide job readiness assistance, as well as offering limited employment opportunities to clients.
- d. **Educational Opportunities.** MHPA tenants will receive support and assistance in pursuing training opportunities or continuing their education.
- e. **Substance Abuse Treatment.** Yolo County offers a wide range of substance abuse treatment to MHPA clients from prevention and early intervention, through education, outpatient treatment, residential and detoxification services. These services are readily available and several include treatment specific to co-occurring disorders with an emphasis on harm reduction versus strictly abstinence-based treatment.
- f. **Budget and Financial Planning Services.** MHPA tenants will have case management assistance and will be offered budget planning skills training. MHPA tenants on SSI are often required to have a Representative Payee to assist with financial management and to attend financial literacy groups in order to assume more independent financial responsibilities.
- g. **Assistance in Obtaining Benefits/Entitlements.** In addition to providing MHPA tenants with case management assistance, HHPA and provider staff include Benefits Specialists who specialize in assisting mental health clients in securing and maintaining all benefits and entitlements, including but not limited to Social Security Disability, Supplemental Security Income, Medi-Cal, MediCare, and Prescription Assistance. Yolo County is fortunate to have an expedited SSI project locally that specifically targets those experiencing homelessness or at immediate risk for homelessness. This project has an average determination timeframe of under 60 days with more than 50% of the applicants receiving benefits. The benefits status of each MHPA tenant will be monitored for changes and all MHPA tenants will have ready access to the Benefits Specialists.
- h. **Linkage to community-based services and resources.** To facilitate linkage to a range of community-based services, MHPA tenants will receive case management assistance consistent with their MHPA service plan. In addition, MHPA tenants will be living directly across the street from the HHPA Woodland One-Stop Service Center.

MHPA eligible tenants will be offered comprehensive services which shall remain voluntary and will include, but not be limited to, outreach and engagement, mental health assessment, FSP services planning and care

coordination, crisis response and crisis intervention services, peer/family support, socialization opportunities, budgeting assistance, independent living skills support, job readiness and employment support, benefits assistance, substance abuse treatment services, linkage to health care, and assistance with food and clothing. Case Management and Peer Support Worker staff will also assist tenants in accessing county and other outside services, as appropriate, and many of these services will be available with a short walking distance from the Development. HHSAs staff will maintain continuing contact with those MHSAs tenants who decline services.

3. Onsite Service Coordination.

Service coordination for MHSAs tenants will be accessible on site in designated offices. Home offices for the HHSAs staff will be across the street at the HHSAs offices located at 137 N. Cottonwood Street, Woodland. MHSAs tenants will have at least one on-site contact with a Case Manager each week, as well as access to the other members of their services team, as needed. Similarly, on Monday through Fridays, 9:00 a.m. to 4:00 p.m., MHSAs tenants will have the opportunity to participate in client activities at the MHSAs Adult Wellness Center, also located across the street.

4. Services Will Support Wellness, Recovery and Resiliency.

Yolo County HHSAs staff, or their community service providers, will employ full-scope, “whatever it takes” service strategies to help keep the MHSAs tenants engaged in their own wellness and help them successfully maintain community-based housing. In addition, at the MHSAs Adult Wellness Center, these clients will have easy access to recovery-oriented, positive environment where they can spend time with their peers.

5. Engagement of MHSAs Tenants.

Frequent and regular contact with service team members will be important to MHSAs tenant success, especially for those most recently homeless or living in institutional settings. MHSAs tenants will have ample opportunities to request assistance or services, as well as frequent check-ins with staff. The proximity of the Development to MHSAs staff offices, the MHSAs Adult Wellness Center, the Hansen Health Clinic, psychiatric care, and social service benefits will no doubt facilitate more frequent contact and greater success in meeting the MHSAs tenants’ needs. Peer Support Staff, both at the MHSAs Wellness Center and on site at the 180 W. Beamer complex, will provide group and one-on-one support, transportation to key appointments and shopping assistance, as well as to model wellness and resiliency in the community, all of which will help keep the MHSAs tenant engaged while maintaining their community residence.

6. Housing for Homeless Youth.

MHSAs tenants of the Development may include adults aged 25 and under. These MHSAs tenants will be identified as clients of the MHSAs program, Pathways to Independence for Transition-Age Youth (TAY). Yolo County HHSAs will provide MHSAs TAY staff dedicated to identifying and meeting the specific needs of this population, including case management services more specifically designed for young adults in transition to adulthood. These MHSAs TAY staff will serve the clients on-site, as well as from their staff offices located one block away at 137 N. Cottonwood Street, Woodland. MHSAs TAY tenants are also served at the MHSAs Wellness Center. TAY tenants will not be required to transition to other housing once they reach age 26; nevertheless, those TAY who would like to move to other permanent housing will be offered case management assistance in doing so.

7. Culturally and Linguistically Competent Services.

Yolo County is committed to providing client services that are culturally and linguistically competent. HHSA and TPCP have access to many bilingual staff, including Benefits Specialists fluent in our county's threshold languages (Spanish and Russian) who specialize in communicating with individuals experiencing serious mental illness and who manifest an understanding of client culture. All HHSA staff receiving ongoing training in cultural competence and in serving clients whose preferred language they do not speak. MHSA Case Management staff will try to promote good communication with the property manager by being on-site or available by phone whenever either party requests assistance with communication, and by enlisting in-person or telephonic translation services when needed and the assistance of a bilingual Peer Support Worker whenever possible.

8. Effective Communication Between Service Provider and Property Manager.

A strong working relationship between the service provider and the property manager, as it relates to the MHSA tenants, can only be preserved by both parties being committed to maintaining open communication. The support of MHSA tenants residing at the Development will be overseen by HHSA staff and monitored via weekly service team meetings and daily consultation with program Supervisor and Manager. The Property Manager will maintain a strong communication link with the HHSA Manager regarding issues relating to tenant selection, rent collection, facilities, maintenance, lease agreement issues or breaches, etc. In addition, on a day-to-day basis, the Property Manager will work closely with on-site service providers to ensure a safe, high-quality living environment.

Services will be closely coordinated. Supportive services staff will brief co-staff at frequent multi-disciplinary team meetings to discuss individual MHSA tenant cases. Release of Information forms will be presented to each client for signature in order to allow for the appropriate level of sharing of information. All supportive services staff will work as a unified team to help tenants reach their goals. Should MHSA tenant behaviors place an individual at risk for eviction, property management staff will inform the supportive services staff to allow for discussion at the weekly service team meeting. A clear delineation of roles and responsibilities relative to the supportive services provider and property manager will enhance communication and successfully support housing retention for MHSA tenants of the proposed Development.

9. Shared Housing Units. Not applicable.

Item D.8 Supportive Services Chart (Attachment C)

Submit the Supportive Services Chart (**Attachment C**). The Chart must list all services that will be provided to MHSA tenants, including any in-kind services essential to the success of the Supportive Services Plan.

Supportive Service	Target Population	Service Provider(s)	Service Location
Service Coordination	Tenants of MHSA-financed units	County MHSA staff and/or Contracted FSP-ACT Team	On-site, community based and clinic based.
Intake/ Assessment	Tenants of MHSA-financed units	County MHSA staff	On-site, clinic-based or other local off-site as needed; staff transportation or public transportation to be provided based on client choice.
Mental Health Services	Tenants of MHSA-financed units	County MHSA staff and/or Contracted FSP-ACT Team	On-site, clinic-based or other local off-site as needed; staff transportation or public transportation to be provided based on client choice.
Case Management Services	Tenants of MHSA-financed units	County MHSA staff and/or Contracted FSP-ACT Team	On-site
Housing Retention Services	All formerly homeless residents	County MHSA staff and/or Contracted FSP-ACT Team and Mercy Housing	On-site
Community Building	All residents	County MHSA staff and/or Contracted ACT Team and Mercy Housing	On-site
Financial Education	All residents	Mercy Housing California	On-site
Substance Abuse Counseling	Tenants of MHSA-financed units	County provider selected by Yolo County Health and Human Services Agency	On-site, clinic-based or other local off-site as needed; staff transportation or public transportation to be provided based on client choice.
Linkage to Physical Health Services	Tenants of MHSA-financed units	Medical provider/FQHC with linkage by County MHSA staff and/or Contracted FSP-ACT Team	On-site, clinic-based or other local off-site as needed; staff transportation or public transportation to be provided based on client choice.
Assistance with Benefits and Entitlements	Tenants of MHSA-financed units	MHSA Benefits Specialist other Yolo County HHSA staff	On-site, clinic-based or other off-site as needed; staff transportation or public transportation to be provided based on client choice.

<p>Linkage to Employment and Educational Opportunities</p>	<p>Tenants of MHSA-financed units</p>	<p>County MHSA staff and/or Contracted ACT Team</p>	<p>On-site, clinic-based or other off-site as needed; staff transportation or public transportation to be provided based on client choice.</p>
<p>Transportation and Mobility Assistance</p>	<p>Tenants of MHSA-financed units</p>	<p>County MHSA staff and/or Contracted ACT Team</p>	<p>On-site, clinic-based or other off-site as needed; staff transportation or public transportation to be provided based on client choice.</p>

Item D.9 Design Considerations for Meeting the Needs of the MHSa Tenants

Describe the following:

- 1 Physical space, including common areas, outdoor areas, landscaping, physical access to the property, security;
- 2 Supportive services space (if any), including any quiet area on site for tenants to meet service staff;
- 3 How the MHSa units will be designed to provide appropriate accommodations for physically disabled MHSa tenants, if appropriate.

Response:**1. Description of Physical Space**

Outdoor and common spaces will be designed to be open and accessible to all residents. Outdoor hardscaped areas will include disabled parking and built-up curb ramps in access aisles and sidewalk transitions. The grounds surrounding the buildings will be landscaped with drought resistant grass, shrubs and plentiful shade trees. A tot lot will provide on-site recreation and play opportunities for young children.

2. Supportive Service Space

The community building will include ADA compliant doorways, bathrooms and hallways. Counter heights, drinking fountains and work stations will utilize a universal design approach to provide convenient access for **all**. A lounge and computer space in the community building will facilitate socialization, relaxation, computer access, and entertainment. Several staff offices will provide space for confidential communication with MHSa tenants.

3. MHSa Units

The proposed Development will consist of fifteen two-story residential buildings and one community building on the four and half acre campus. All of the buildings will employ slab-on-grade construction providing convenient access to all ground floor units. A minimum of 5% of the total units will be designed to be fully ADA compliant. All of the remaining ground floor ground floor units will be designed to be ADA adaptable. Adaptable design allows some features of a dwelling to be changed to meet the needs of a person with a disability. Essential design elements such as wider doorways and halls and barrier-free entrances are included as integral features, while provisions are made to allow other features to be added as needed.

The apartment units will include wall-to-wall carpeting throughout the unit except for in the entry ways, kitchens and baths which will have vinyl flooring. Ample storage will be provided throughout the unit. Units will have central heat and air. Kitchens will include full size refrigerators, garbage disposals, electric ranges, ample cabinets and dishwashers. Water, sewer and garbage will be provided to each unit, while the tenant will be responsible for electric, telephone, television and internet services. All appliances will be electric. The buildings and the units will be designed to exceed Title 24 energy standards, which will be accomplished by incorporating the most innovative and cost effective materials and construction methods.