



COUNTY LOCAL HOMELESSNESS PLAN TEMPLATE

HOUSING AND HOMELESSNESS INCENTIVE PROGRAM

May 9, 2022

PURPOSE OF THIS LOCAL HOMELESSNESS PLAN TEMPLATE

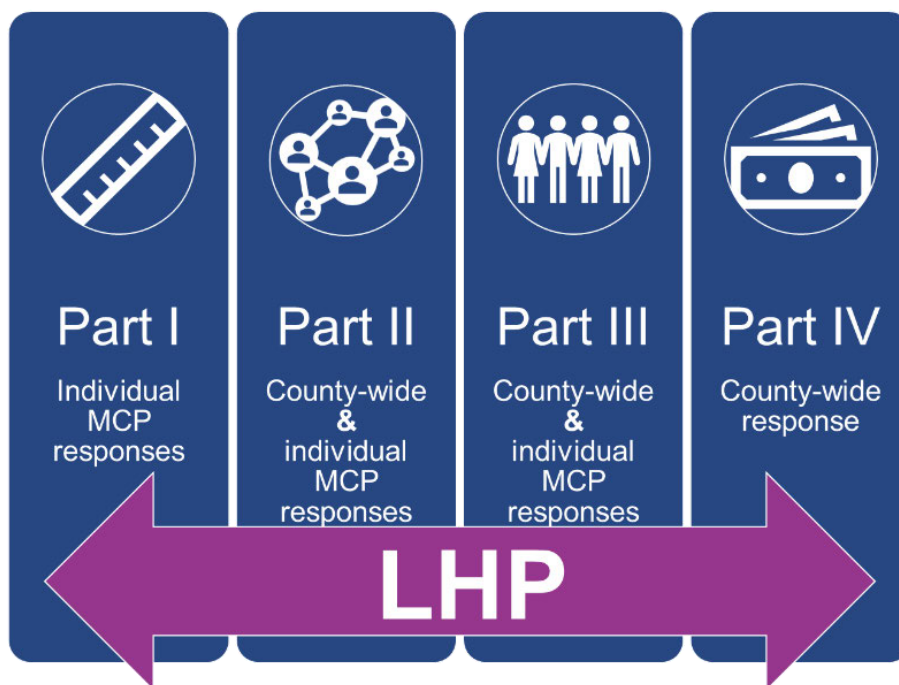
The Housing and Homelessness Incentive Program (HHIP) is a voluntary incentive program through which Medi-Cal Managed Care Plans (MCPs) may earn incentive funds for improving health outcomes and access to whole person care services by addressing homelessness and housing insecurity as social drivers of health and health disparities.

The California Department of Health Care Services (DHCS) is providing this Local Homelessness Plan (LHP) Template as a required submission component for MCPs seeking to participate in HHIP.

MCPs must collaborate with their local Continuums of Care (CoCs) and, if applicable, other MCPs operating in the same county to complete **one county Local Homelessness Plan (LHP)** (this Word file template). In addition, **each MCP** must complete a unique MCP LHP (see separate Excel template for this submission). For counties where multiple MCPs operate, the MCPs should select one organization to submit the county LHP to DHCS. Unique MPC LHP Excel files can be submitted separately to DHCS.

Completed county and unique MCP LHPs should be submitted to DHCS by June 30, 2022.

LHP Submission Components



Part I of the LHP Template is based on **unique MCP responses**. Parts II and III include **both** aggregate county-wide and MCP-specific responses; and Part IV is an **aggregate county-wide response**.

- **PART I: HHIP MEASURES**

This section includes the required measures each MCP must complete. As noted above, this section should be completed by **EACH MCP**, providing only MCP-specific information. MCPs must provide quantitative and narrative responses to these measures, which are intended to provide DHCS with information on current regional progress on and upcoming goals for each of the three HHIP priority areas:

- (i) **Partnerships and capacity** to support referrals for services;
- (ii) **Infrastructure** to coordinate and meet member housing needs; and
- (iii) **Delivery** of services and member engagement.

See excel template for this unique MCP LHP submission.

- **PART II: MCP STRATEGIES TO ADDRESS IDENTIFIED HOUSING AND SERVICE GAPS**

This section provides MCPs with a format to describe their specific strategies for addressing identified housing and service gaps in their service areas as well as how these strategies align with the aggregate county approach (as determined by all CoCs and MCPs collaborating in this county). The county approach should align with and aim to meet HHAP Outcome Goals. As noted above, this section includes *both* (1) an aggregate county-wide response and (2) MCP-specific responses, where *each MCP* must provide separate responses. See excel template for this unique MCP LHP submission.

- **PART III: LANDSCAPE ANALYSIS OF DEMOGRAPHICS, NEEDS, AND GAPS**

This section establishes a format for MCPs to provide the following required information:

- (i) A **local landscape analysis** that assess the current number of people experiencing homelessness and existing resources which address homelessness. This landscape analysis is intended to align with the *Homeless Housing, Assistance and Prevention Program Round 3 (HHAP-3)* application landscape analysis, which utilizes data from the Homeless Management Integration System (HMIS), point-in-time (PIT) counts, and other local needs assessments.
- (ii) **Identification of the number of individuals and families served.** This response should include information on the demographics of those served, types of intervention services provided, and demographics of subpopulations that are underserved, relative to the proportion of individuals in that subpopulation experiencing homelessness.

- **PART IV: IDENTIFICATION OF FUNDING AVAILABILITY**

This section requests the following required information be attached as an appendix:

- (i) **Identification of available funding currently being used, and budgeted to be used, to provide housing and homelessness-related services** to persons experiencing homelessness or at imminent risk of homelessness, as described in the HHAP-3 assessment of state, federal, and local funds available.

LHP SUBMISSION STRUCTURE

The following LHP Template for HHIP funding must be submitted in full, including the following four parts:

- **PART I: HHIP Measures** completed by each MCP in the unique MCP LHP submission. See excel template for this unique MCP LHP submission.
- **PART II: MCP Strategies**, which includes both aggregate and unique MCP components, with county-wide strategies submitted as a part of this county LHP and MCP-specific components included in the unique MCP LHP submission
- **PART III: Landscape Analysis**, which includes both aggregate and unique MCP components, with the county-wide analysis submitted as a part of this county LHP and MCP-specific analyses included in the unique MCP LHP submission
- **PART IV: Funding Availability Assessment** included as an appendix to this county LHP submission

MCP INFORMATION

Provide the name of the county for this county LHP submission and list the MCP(s) participating in the submission (each MCP is also required to submit a unique MCP LHP using the Excel template provided by DHCS).

County Name		
MCP Name	Lead Contact Person Name and Title	Contact Email Address
Health Plan of San Mateo	Amy Scribner, Chief Health Officer	Amy.scribner@hpsm.org

PART I: HHIP MEASURES

Each MCP participating in HHIP must complete the HHIP Measures via the MCP LHP submission. See MCP LHP excel template provided by DHCS.

Part I scoring: 190 points available

PART II: MCP STRATEGIES TO ADDRESS IDENTIFIED HOUSING AND SERVICE GAPS

MCPs are required to work together, and with local partners, to identify key components of the county strategy in preventing and reducing homelessness over the two-year program period of January 1, 2022 through December 31, 2023. The strategy should be informed by, and align with, the findings from the local landscape analysis (Part III of this LHP).

In preparing this narrative response, MCPs are strongly encouraged to use and/or adapt content from: (1) local strategic plans or action plans for preventing and ending homelessness; (2) prior HHAP applications and reporting; (3) the CoC's most recent applications under the U.S. Department of Housing and Urban Development (HUD)'s Continuum of Care program; (4) and/or other relevant local policy documents or plans.

All MCPs in the county should collaborate to provide one narrative response in the space provided below detailing the overall county approach in the space below. MCPs will also submit their own strategy (in the MCP Excel submission), which should align with the county strategy detailed below. See excel template for this unique MCP Part II submission.

Part II scoring: 100 points available (inclusive of both the county submission and unique MCP submission).

STRATEGIES TO ADDRESS IDENTIFIED HOUSING AND SERVICE GAPS IN THE COUNTY

County Narrative Description (200-word limit)

In line with the CalAIM goals, HPSM will strengthen partnerships with community-based organizations and the County to deliver a housing related suite of Community Support services to homeless individuals and those at risk for homelessness. HPSM will also start to leverage existing relationships with trusted community partners with a deep understanding of local communities currently working in intersectional space of SDOH and health disparities and inequities, specifically amongst the Latino and Black communities, who were also identified in the HHAP 3 submission. Finally, HPSM will leverage relationships with existing developer and providers in the permanent low-income housing space to expand unit availability for homeless members and provide housing navigation supports for those with housing vouchers to secure housing. This aligns with the HHAP strategy as well.

PART III: LANDSCAPE ANALYSIS OF COUNTY DEMOGRAPHICS, NEEDS, AND GAPS

A. Landscape Analysis of County Needs and Demographics

All MCPs in the county should collaborate to provide a county-wide landscape analysis, using the table below, of current county needs and demographics, in alignment with the HHAP-3¹ landscape analysis utilizing relevant data from the Homeless Management Integration System (HMIS), 2019 PIT count data,² and other local needs assessments. See excel template for this unique MCP Part III submission.

If data is unavailable for the MCPs in the county, the MCPs must detail their approach to improving data connectivity and identification for future submissions, including timing for implementing the approach. Please submit this as a written attachment using no more than 1000 characters.

Please use TABLE 1 below to provide one county-wide response outlining key data regarding people experiencing homelessness in the county.

Part III scoring: 80 points available (inclusive of both the county submission and unique MCP submission).

TABLE 1 (EXAMPLE ONLY — San Francisco County):

	County	
	People Experiencing Homelessness	Source and Date Timeframe of Data
Population and Living Situations		
TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS	8,035	HUD PIT Count, 2019

¹ MCPs may also reference HHAP Round 2 (HHAP-2) applications if additional context is helpful for them, or if Round 3 applications are not yet available

² DHCS recommends using 2019 PIT count as it is the most recent count that includes unsheltered individuals, or the 2022 PIT count if it's locally available as it will be the most recent information

Table 1. Landscape Analysis of County Needs and Demographics		
	Number of People Experiencing Homelessness	Source and Date Timeframe of Data
Population and Living Situations		
TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS	1808	2022 PIT count
# of People Who are Sheltered (Emergency Shelter (ES), Transitional Housing (TH), Supportive Housing (SH))	716	2022 PIT count
# of People Who are Unsheltered	1092	2022 PIT count
Household Composition		
# of Households without Children	1138	2022 PIT count
# of Households with At Least 1 Adult & 1 Child	109	2022 PIT count
# of Households with Only Children	█*	2022 PIT count
Sub-Populations and Other Characteristics		
# of Adults Who are Experiencing Chronic Homelessness	705	2022 PIT count
# of Adults Who are Experiencing Serious Mental Illness	507	2022 PIT count
# of Adults Who are Experiencing Substance Use Disorders	341	2022 PIT count
# of Adults Who are Veterans	85	2022 PIT count

# of Adults with HIV/AIDS	31	2022 PIT count
# of Adults Who are Survivors of Domestic Violence	121	2022 PIT count
# of Unaccompanied Youth (under 25)	49	2022 PIT count
# of Parenting Youth (under 25)	█*	2022 PIT count
# of People Who are Children of Parenting Youth	█*	2022 PIT count
Gender Demographics		
# of Women/Girls	578	2022 PIT count
# of Men/Boys	1211	2022 PIT count
# of People Who are Transgender	█*	2022 PIT count
# of People Who are Gender Non-Conforming	██*	2022 PIT count
Ethnicity and Race Demographics		
# of People Who are Hispanic/Latino	847	2022 PIT count
# of People Who are Non-Hispanic/Non-Latino	959	2022 PIT count
# of People Who are Black or African American	348	2022 PIT count
# of People Who are Asian	105	2022 PIT count

# of People Who are American Indian or Alaska Native	94	2022 PIT count
# of People Who are Native Hawaiian or Other Pacific Islander	63	2022 PIT count
# of People Who are White	1096	2022 PIT count
# of People Who are Multiple Races	99	2022 PIT count
# of People Who did Not Disclose	0	2022 PIT count

B. Landscape Analysis of People Receiving Services

Please use **TABLE 2** to report the total number of individuals served county-wide. The data provided within Table 2 should represent **the most current and accurate way of estimating the annual number and demographics** of people participating in or being served by the different intervention types, including subpopulations that are underserved relative to their proportion of individuals experiencing homelessness in the jurisdiction. It is important to note that intervention types are not mutually exclusive, and individuals and households may be counted in multiple categories.

MCP(s) must cite their data sources. If data is unavailable for the MCP county submission, the MCP(s) must detail the approach to improving data connectivity and identification for future submissions, including timing for implementing the approach. Please submit this as a written attachment using no more than 500 words.















Table 2 uses the following service terms:

Interim Housing	Any program whose primary purpose is to provide temporary shelter for people experiencing homelessness, in general or for specific populations, and which does not require occupants to sign leases or occupancy agreements. Interim housing can include congregate shelter, bridge housing, temporary scattered-site arrangements, and transitional housing programs, among others.
Rental Assistance	Rental assistance programs provide subsidies that help people experiencing homelessness rent housing in the marketplace. Rental assistance typically pays a portion of the total rent and can be temporary or permanent and offered in a variety of program types.
Supportive Housing	Supportive housing is permanent housing for a specific target population—generally people with disabilities/special needs and long histories of homelessness—that is linked to onsite or offsite services that assist the resident to retain the housing, improve their health status, and maximize their ability to live and, when possible, work in the community.
Outreach	Programs that identify and engage people living in unsheltered locations, such as in cars, parks, abandoned buildings, encampments, and on the streets, reaching people who might not otherwise seek assistance or come to the attention of the homelessness service system. Outreach and engagement programs help to ensure that people’s basic needs are met while also supporting people to access and navigate pathways toward housing stability.
Prevention/Diversion	Programs that seek to prevent people from losing current housing or to prevent the need for services from the homelessness response system through a rapid return to housing, usually without expectation of ongoing support.

Table 2. Landscape Analysis of County Services

	Permanent Supportive Housing (PSH)	Rapid Rehousing (RRH)	Transitional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homelessness Prevention Services & Assistance (HP)	Outreach and Engagement Services (O/R)	Other: [Identify]	Source(s) and Time-frame of Data
Household Composition									
# of Households without Children	1045	307	29	1111	351	842	1147	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Households with At Least 1 Adult & 1 Child	162	197	88	140	80	1048	35	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Households with Only Children	█*	0	█*	31	█*	█*	█*	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
Sub-Populations and Other Characteristics									

# of Adults Who are Experiencing Chronic Homelessness	247	64	█*	66	0	█*	356	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Adults Who are Experiencing Serious Mental Illness	451	148	46	497	56	83	403	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Adults Who are Experiencing Substance Use Disorders	203	79	18	394	32	34	357	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Adults Who are Veterans	333	118	█*	107	█*	█*	48	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Adults with HIV/AIDS	█*	█*	0	21	█*	█*	█*	0	HMIS and, for

									prevention data, Core Service Agency data, calendar year 2021
# of Adults Who are Survivors of Domestic Violence	47	132	29	193	83	26	214	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Un-accompanied Youth (under 25)	40	47	36	104	61	51	45	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Parenting Youth (under 25)	 *	 *	 *	 *	 *	 *	 *	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Children of	 *	 *	 *	 *	 *	 *	 *	0	HMIS and, for prevention data, Core

Parenting Youth									Service Agency data, calendar year 2021
Gender Demographics									
# of Women/Girls	689	499	212	628	312	2943	414	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of Men/Boys	995	545	149	1008	299	2614	881	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Transgender	█*	█*	█*	█*	█*	█*	█*	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Gender Non-Conforming	█*	█*	0	█*	█*	█*	█*	0	HMIS and, for prevention data, Core Service

									Agency data, calendar year 2021
Ethnicity and Race Demographics									
# of People Who are Hispanic/Latino	414	406	201	594	279	4041	483	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Non-Hispanic/Non-Latino	1267	642	163	1054	335	1156	806	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Black or African American	351	215	50	335	89	307	241	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Asian	98	50	13	80	29	288	42	0	HMIS and, for prevention data, Core Service Agency

									data, calendar year 2021
# of People Who are American Indian or Alaska Native	69	39	15	58	30	147	50	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Native Hawaiian or Other Pacific Islander	121	153	50	115	26	90	41	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are White	978	544	218	989	420	3522	856	0	HMIS and, for prevention data, Core Service Agency data, calendar year 2021
# of People Who are Multiple Races	63	43	18	59	19	54	39	0	HMIS and, for prevention data, Core Service Agency data,

										calendar year 2021
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* Data has been suppressed per Data De-identification Guidelines.

PART IV: IDENTIFICATION OF FUNDING AVAILABILITY

Please submit the HHAP-3 assessment of funding availability for your county (or the HHAP-2 assessment, if the HHAP-3 assessment is unavailable) as an appendix to this LHP Template.

Materials for each round of HHAP can be accessed on the [HHAP website](#).

Part IV scoring: 10 points available

[NOFA-HHAP00064 San Mateo County \(ca.gov\)](#)

HHAP – 3 has been submitted but not yet approved. The data herein reflects the HHAP-3 submission provided to us by the County. In the interim, attached and linked above is the HHAP-2 assessment which has been approved.