

MOTION BY SUPERVISOR HILDA L. SOLIS

December 7, 2021

Housing Navigators for Youth – Round 2 Allocation

California’s high housing costs have led to housing instability and homelessness. This reality is felt most by young people, including those who are or have been in foster care. Housing instability is critical to the pursuit of higher education, meaningful employment, and self-sufficiency for youth as they transition to adulthood. Failure to support youth with finding and securing housing results in increased chronic homelessness and disconnection as adults, which further traumatizes them at a critical time in their young lives when they need security and stability to succeed.

Housing Navigators can assist youth with identifying appropriate and available housing options; help them access financial support for move-in costs, such as deposits; and provide stabilization support including budgeting, establishing utilities, and landlord communication. To that end, the California Department of Housing and Community Development (HCD) issued an Allocation Acceptance form, dated October 1, 2021, under the Housing Navigators Program (“HNP” or “Program”) for \$5,000,000

MOTION

SOLIS _____

KUEHL _____

HAHN _____

BARGER _____

MITCHELL _____

authorized by Item 2240-103-0001 of Section 2.00 of the Budget Act of 2019 (SB 109), as amended by Section 2.00 of Chapter 21 of the Statutes of 2021 (AB 128).

On March 31, 2020, the Board passed a motion to direct the Department of Children and Family Services (DCFS) to participate in the Housing Navigators Program and accept the Housing Navigators Allocation Round 1 award. On October 4, 2021, HCD informed DCFS that there Round 2 funding for the Housing Navigators Program and requested that a resolution be submitted authorizing DCFS to accept the funding for the program.

The Housing Navigators Program will be administered by participating counties to fund Housing Navigators to act as housing specialists to young adults ages 18 to 21, and will assist with securing and maintaining housing. Priority will be given to young adults in the foster care system. In addition, Los Angeles County may use the funding to provide housing navigation services directly or through a contract with other housing assistance programs in the County.

I, THEREFORE, MOVE that in order to participate in the State of California Housing Navigators Program, the Los Angeles County Board of Supervisors:

- 1) Approve the attached resolution authorizing the DCFS participate in the Housing Navigators Program and accept the additional funding allocation.
- 2) Instruct the Director of DCFS, or designee, to accept the funding for the Housing Navigators Program in the Los Angeles County, by submitting the signed resolution to the California Department of Housing and Community Development.

- 3) Instruct the Director of DCFS, or designee, in consultation with County Counsel, to execute amendments to the Memorandum of Understanding (MOU) between DCFS and the Department of Health Services (DHS) for Housing Navigators to increase the MOU amount with the new funding allocation.

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HLS:ew

Housing Navigators Program Allocation Acceptance Resolution for Counties

BEFORE THE BOARD OF SUPERVISORS

COUNTY OF LOS ANGELES, STATE OF CALIFORNIA

IN THE MATTER OF: THE HOUSING NAVIGATORS HOUSING PROGRAM
RESOLUTION NUMBER: [Agenda No. 4](#)

A RESOLUTION AUTHORIZING APPLICATION FOR AND ACCEPTANCE OF THE
COUNTY ALLOCATION AWARD UNDER THE HOUSING NAVIGATORS PROGRAM

WHEREAS, the State of California, Department of Housing and Community Development (“Department”) issued an Allocation Acceptance form, dated October 1, 2021 under the Housing Navigators Program (“HNP” or “Program”) for \$5,000,000 authorized by Item 2240-103-0001 of Section 2.00 of the Budget Act of 2019 (SB 109), as amended by Section 2.00 of Chapter 21 of the Statutes of 2021 (AB 128).

WHEREAS, the Allocation Acceptance Form relates to the availability of the funds under the Program; and

WHEREAS, the County of Los Angeles Department of Children and Family Services was listed as an eligible applicant in the Allocation Acceptance Form, dated October 1, 2021.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors for the County of Los Angeles (“County”) does determine and declare as follows:

SECTION 1. That County is hereby authorized and directed to apply for and accept County’s allocation award, as detailed in the Allocation Acceptance Form (the “HNP Allocation Award”), up to the amount authorized the Allocation Acceptance Form and applicable state law.

SECTION 2. That if funds remain available for allocation after the deadline for submitting a signed Allocation Acceptance Form, and if the Department advises County that County is eligible for an additional allocation from these remaining funds, County is hereby authorized and directed to accept this additional allocation of funds (“Additional HNP Allocation”) up to the amount authorized by Department.

SECTION 3. That Director of DCFS, or designee, is hereby authorized and directed to act on behalf of County in connection with the HNP Allocation Award and any Additional HNP Allocation, and to enter into, execute, and deliver any and all documents required

or deemed necessary or appropriate to be participate in the Program and be awarded the HNP Allocation Award, and any Additional HNP Allocation, and any amendments to such documents (collectively, the “HNP Allocation Award Documents”).

INSTRUCTION: Multiple signors may be included in Section 3, above. The word “and” between each identified signor should be used if County requires multiple signatures to create a valid, legally enforceable instrument. The word “or” should be used between each identified signor if the County requires the signature of only one of the identified signors in order to create a valid, legally enforceable instrument. The use of “and/or” in this context is legally insufficient and is not acceptable. It is recommended that Counties list the signatories by title only so that, in the event of employee turnover, the Department may accept the signature of whomever holds the title when the HNP Allocation Award Documents are required to be signed. If the County resolution identifies a signor by name, the Department will only accept signatures from that named person as signor on County’s behalf, or that named person’s designee if the resolution allows signature by a designee. If County’s signor is a designee, written proof of the designee signature authority must be provided to the Department with the Resolution. The Department will not accept the signature of the designee without such written proof. The Department will make available a template letter with suggested language which would constitute acceptable proof of designee signature authority.

SECTION 3. That County shall be subject to the terms and conditions that are specified in the HNP Allocation Award Documents, and that County will use the HNP Allocation Award funds and any Additional HNP Allocation funds in accordance with the Allocation Acceptance Form, the HNP Allocation Award Documents, and any and all other HNP requirements, and other applicable laws.

PASSED AND ADOPTED this 7th [Insert Numerical Day] day of December, 20 21 by the following vote:

INSTRUCTION: Fill in all four vote-count fields below. If none, indicate “0” for that field.

AYES 5 Supervisors Solis, Kuehl, Hahn , Barger and Mitchell

NOES 0

ABSTENTIONS 0

ABSENT 0

By: Maxine Olveda
Celia Zavala, Executive Officer of the Board of
Supervisors of the County of Los Angeles

APPROVED AS TO FORM:

Dawyn R. Harrison

Acting County Counsel

By: Bearbeit



STATE OF CALIFORNIA

County of [Los Angeles]

I, [**CELIA ZAVALA**], County Clerk of the County of [**LOS ANGELES**], State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by the County Board of Supervisors on this 7th [Insert Numerical Day] day of DEC [Insert Month], 20 21 [Insert Year, Preceded by 20]

[Insert Printed name of County Clerk Here]
Clerk of the County of [**LOS ANGELES**], State of California

By: CELIA ZAVALA EXECUTIVE OFFICER
[Insert Printed Name and Title]

RESOLUTION CHECKLIST

Minimum Requirements

- County name
- Title of Signatory(ies)
Note: title of authorized signatory(ies) is preferred for HNP resolutions. Names may be included, but the Department will then only accept signatures on behalf of the County from the named person. Supporting documentation evidencing the individual who currently holds the position **must** be provided.
- Reference to Allocation Acceptance Form date
- Standard Agreement or Grant Agreement language (authorizes signatory(ies) to sign Grant Contract/Standard Agreement)
- Amendment provision included
- Meeting Date, All Votes (Ayes, No's, Absent, Vacant), and signature(s) included
- Resolution number(s) **OR Project** Site Name (Required to differentiate multiple contracts issued to same contractor)

Authorized Signatory(ies) – *And vs. Or*

And – Director and Deputy Director

Both individuals named must sign the Standard Agreement.

Example: “The Board hereby authorizes Director **and** Deputy Director to execute the Standard Agreement in an amount not to exceed...”

Or – Director or Deputy Director

Either individual may sign--only one signature is required.

Example: “The Board hereby authorizes the Director **or** Deputy Director to execute the Standard Agreement in an amount not to exceed...”

And/Or – Manager and/or Director

Effective December 9, 2014, HCD’s Legal Assistance Division (LAD) declared this language legally insufficient. Resolutions with this language will not be accepted.

Example: “The Board hereby authorizes the Director **and/or** Deputy Director to execute the Standard Agreement in an amount not to exceed...”