California Department of Health Care Services
Behavioral Health Bridge Housing Program

County Behavioral Health Agencies
Request for Applications
(RFA)

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I. Overview

Opportunity and Focus	This initial round of Behavioral Health Bridge Housing Program funding will provide $907,936,000 to counties for use in the planning and implementation of bridge housing services for Californians experiencing homelessness who have serious behavioral health conditions (a serious mental illness and/or substance use disorder).
Eligible Entities	California county behavioral health agencies
Application Timeline	Applications will be accepted until, April 28, 2023, 4:00 p.m. Pacific Time (PT)
Application Form	Accessible starting on February 24, 2023, on SurveyMonkey Apply

II. Introduction and Background

Through the Behavioral Health Bridge Housing (BHBH) Program, the California Department of Health Care Services (DHCS) will provide $1.5 billion in funding to operate bridge housing settings to address the immediate and sustainable housing needs of people experiencing homelessness who have serious behavioral health conditions, including a serious mental illness (SMI) and/or substance use disorder (SUD). The program, which was signed into law in September 2022 under Assembly Bill (AB) 179 (Ting, Chapter 249, Statutes of 2022), provides funding through June 30, 2027.

California has provided significant capital funding to create housing and treatment settings in recent years, including through programs such as Homekey, the Community Care Expansion program, and the Behavioral Health Continuum Infrastructure Program. The BHBH Program is designed to complement these capital investments. In contrast to previous capital funding programs (listed above), the BHBH Program primarily provides operational and supportive services funding to expand bridge housing implementation. Bridge housing may be existing settings that are leased or owned by a county behavioral health agency (BHA) or a provider partner and that can convert them into bridge housing on a faster timeline than a new capital project.

The primary focus of the BHBH Program is to help people experiencing homelessness who have serious behavioral health conditions that prevent them from accessing help and moving out of homelessness. County BHAs applying for funding will be expected to clearly demonstrate how they will reach the historically underserved client populations that are most in need of supportive services.

Table 1. Overview of BHBH Program RFA Rounds

Release Date	Funding Amount	Eligibility	Type
February 2023	$907M	County BHAs	Noncompetitive predetermined funding distribution
Spring 2023	$50M	Tribal Entities	Competitive
Summer 2023	$250M	BHAs and Tribal Entities	Competitive*
FY24-25	$250M	BHAs and Tribal Entities	Competitive*
* These competitive rounds will take into consideration activities accomplished in the initial grant period that may include but are not limited to the number of bridge housing beds active and the number of individuals served in bridge housing.			

DHCS has engaged Advocates for Human Potential, Inc. (AHP), a consulting and research firm focused on improving health and human services systems, to serve as the administrative entity supporting the implementation of the BHBH Program. AHP has engaged with additional consultants to support BHBH Program implementation and will provide general grant training and technical assistance (TTA) during the application process and throughout the life of the project.

III. Eligibility and Maximum Funding Amounts

BHBH Program funding is divided among multiple requests for applications (RFAs). This RFA is focused on the initial $907,936,000 in funding available to county BHAs. **Only the 58 county BHAs in California are eligible to apply for BHBH Program funding through this RFA.**

County BHAs may apply for any amount up to the maximum listed in Attachment A. The maximum amount available for each county BHA is based on a $1,000,000 minimum base per county in conjunction with the most current Behavioral Health Subaccount distribution methodology (50 percent) and the most current Point-in-Time (50 percent) funding methodologies. There is no obligation on the part of a county BHA to apply for the entire amount listed for the county. County BHAs are encouraged to collaborate, where feasible, with neighboring counties' agencies, as well as with area Continuums of Care (CoCs) and other agencies that address homelessness. Counties may work directly with other counties to create regional models. Applicants are required to submit a budget as part of their application.

IV. Program Description

BHBH PROGRAM GOALS/OBJECTIVES

The BHBH Program builds on the California Health and Human Services Agency's (CalHHS's) Guiding Principles & Strategic Priorities and enables DHCS and grantees to meaningfully contribute to the implementation of the California Interagency Council on Homelessness's Action Plan for Preventing and Ending Homelessness in California.

The following priorities drive the implementation of the BHBH Program:

- This is a critical need, and the focus is on immediate and sustainable solutions.
- Collaboration will complement ongoing state, county, and tribal efforts to address homelessness.
- BHBH Program settings will provide supportive services and housing navigation to assist people who have serious behavioral health conditions and are experiencing homelessness.

POPULATIONS SERVED

County BHAs must serve individuals with serious behavioral health conditions, including SMI and/or SUD, who are experiencing homelessness. (See Attachment B for definitions of "serious behavioral health condition" and "homeless.")

The passage of Senate Bill (SB) 1338 (Umberg, Chapter 319, Statutes of 2022), which established the Community Assistance, Recovery, and Empowerment (CARE) Program, adds Section 5982(b) to the Welfare and Institutions Code (WIC) to stipulate that CARE Program participants be prioritized for any appropriate bridge housing funded by the BHBH Program. BHBH Program design and implementation efforts will be coordinated with CalHHS and DHCS CARE Program planning efforts to ensure counties prioritize BHBH Program funding at the local level for this population. Counties that have not begun CARE Program implementation efforts may still start BHBH Program activities. However, once the county begins CARE Program activities, the population must be prioritized for BHBH Program-funded bridge housing.

County BHAs should provide BHBH Program bridge housing and supportive services throughout the county, including in rural areas, to enable people to remain in their communities. Additionally, in alignment with the CalHHS Guiding Principles & Strategic Priorities, county BHAs must prioritize addressing the needs of populations disproportionately impacted by homelessness.

MINIMUM COUNTY BHA PROGRAM REQUIREMENTS

At a minimum, every BHBH Program-funded county BHA program must meet the following requirements, which the county BHA must outline in its BHBH Program Plan. Program requirements are not necessarily limited to this list. Additional requirements are identified in Attachment C. Attachment F identifies required attestations.

Administration Requirements

- Designate a program director, project lead, or other point of contact.
- Coordinate with local or regional CoCs and other homeless service efforts within the county.
- Include people with lived experience of homelessness and serious behavioral health conditions —both SMI and SUD—as part of BHBH programmatic planning, implementation, and quality improvement.
- Submit policies and procedures for Participant Assistance Funds, Rental Assistance, and/or Landlord Outreach and Mitigation Funds, as applicable.
- Certain uses of bridge housing startup infrastructure funding will also require documentation of site control; insurance; compliance with federal, state, and local laws; and other certifications, as applicable.
- Submit and update a BHBH Program Plan, using a template to be provided, that describes how the county BHA will use the BHBH Program funds.

Bridge Housing Eligible Uses and Requirements

- At least 75 percent of the BHBH Program funds must be used for the costs of operating bridge housing that serves people with serious behavioral health conditions who are also experiencing homelessness, using best practices in the delivery of bridge housing. Bridge housing settings may be leased or owned by the county or by contracted provider partners.
- Bridge housing will be established and provided based on community needs and Housing First principles and will include voluntary supportive services for individuals experiencing both homelessness and serious behavioral health conditions; the county BHA will outline these services in the required BHBH Program Plan. Consistent with the national Housing First model and WIC section 8255, abstinence from alcohol or other substances cannot be a requirement or prerequisite for housing funded by the BHBH Program; the use of alcohol or other substances in and of itself cannot be grounds for eviction; services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and substance use disorder as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use; and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the individual so chooses. However, when indicated, funding may be used to support recovery residences and sober living environments for individuals with significant substance use disorder needs.
- Bridge housing must meet the Emergency Solutions Grants (ESG) habitability standards and, when possible and as applicable, should also meet CoC Housing Quality Standards (HQS).
- Support access to medication assisted treatment (MAT) and psychotropic medications for the treatment of mental disorders.
- Prioritize and ensure that eligible CARE Program participants receive BHBH Program services.
- County BHAs may implement outreach and progressive engagement strategies to offer and encourage individuals and/or families to enter the BHBH Program. These services may be carried out by staff of a BHBH site or by an outreach team.
- Housing navigation and other supports will be made available to assist BHBH Program participants in accessing sustainable, affordable, permanent housing resources. Such supportive services and supports should be coordinated with existing systems of care.
- Develop programs in a manner that allows for choice, enables people to stay in their "home" communities to the extent possible, and provides for community integration in accordance with all applicable federal and state regulations.
- County BHAs must maximize all other funding sources, including Medi-Cal, to the greatest extent possible and should add new bridge housing beds to the system of care. BHBH Program funds may not be used to pay for existing services or housing supports that are currently reimbursed, or eligible for reimbursement through Medi-Cal (including Enhanced Care Management, Targeted Care Management, and Community Support Services), funding sources such as Mental Health Services Act-funded programs, or other federal or local programs.

Bridge Housing Start-up and Infrastructure Requirements

- Complete all bridge housing start-up infrastructure activities and make beds available within 1 year of contract execution. Grantees that make beds available within 90 and 180 days will receive a competitive advantage in future rounds of BHBH Program funding, based on the number of beds made available within these time frames.
- If providing rental assistance, submit for DHCS review related policies and procedures that address the following:
  - The calculation of rental assistance.
  - Clear eligibility requirements for individuals and units for short-term and/or mid-term rental assistance.
  - Fraud prevention.
  - Requirements for payments to be made directly to property owners or managers.
  - Requirements to provide supportive services to individuals receiving rental assistance, including assistance to remove barriers and help them obtain longer-term rental assistance or other affordable housing.
  - Requirements for participants to have access to onsite supportive services at the housing site or through a home visit component.

Reporting, Monitoring, and Communication Requirements

- Enter data on the individuals and families served by the BHBH Program into the local Homeless Management Information System (HMIS), as required by AB 977 (Gabriel, Chapter 397, Statutes of 2021).
- Submit quarterly narrative and data reports that document progress toward improved outcomes as described in the proposal and BHBH Program Plan.
- Participate in monthly calls, learning collaboratives, and other TTA activities.
- Meet the funding requirements for BHBH Program elements as identified in the BHBH Program Plan, conduct financial review auditing and fraud prevention, and ensure appropriate uses of funds.
- Provide required program updates and participate in monitoring and reimbursement reviews with DHCS and/or AHP, as requested.

ALLOWABLE USES OF FUNDS

BHBH Program funds will be used for bridge housing to build collaboration, increase resources, and fill gaps by addressing the housing needs of individuals experiencing both homelessness and a serious behavioral health condition (SMI or SUD, or both).

The selection of the best methods for delivering bridge housing will depend on the unique needs and resources of each county, but all county BHAs must meet the program requirements as outlined in Attachment C. DHCS has identified four general program categories for BHBH Program funding:

- County BHA BHBH Program Implementation
- Bridge Housing Outreach and Engagement
- Bridge Housing
    - Shelter/interim housing
    - Rental assistance
    - Auxiliary funding in assisted living settings
    - Housing navigation
- Bridge Housing Start-Up Infrastructure

More detailed information about the types of housing, activities, and costs BHBH Program funds can support in each of these categories is included in Attachment C. In its application, each county BHA must indicate the type(s) of program(s) it intends to develop or expand with BHBH Program funding and provide details on how the program(s) will be implemented.

County BHAs are encouraged to explore innovative models using existing real estate that can be leased or quickly converted to create new BHBH Program settings, including, but not limited to, the following:

- Tiny homes
- Master-leased units or buildings
- Office, school, or warehouse conversions (Warehouse conversion should be designed to support privacy, as dormitory-style housing is not recommended for the BHBH Program.)
- Hotels and motels
- Churches and other community settings
- Duplexes or large single-family homes
- Modular buildings
- Decommissioned skilled nursing facilities (SNFs), assisted living, hospital conversions, etc.
- Scattered-site individual units

The BHBH Program supports bridge housing settings including necessary housing operation costs (e.g., facility rent, utilities, Wi-Fi, insurance, onsite staffing, repairs, food, hygiene products), as well as the costs for additional services to support participants' housing stability and retention and wellness.

These funds may not be used to supplant existing federal, state, or county funds used to provide housing or services, including through Medi-Cal (including Enhanced Care Management, Targeted Case Management, and Community Supports), programs funded under the Mental Health Services Act (MHSA), federally funded programs, or other state or local programs.

Applicants may propose using BHBH Program funds to complement or enhance federal, state, or local funds and programs; if they choose to do so, they must describe how the BHBH Program-funded activities would complement or enhance similar or related services and activities. BHBH Program funding may be used to support complementary activities or enhanced investments of existing work if,

for example, existing funds (1) do not fully reimburse activities or (2) support additional or different services beyond those that would be funded under the BHBH Program. BHBH Program funds may not duplicate reimbursement for activities funded by other federal, state, or local programs.

If BHBH Program funds are used for Participant Assistance Funds, Rental Assistance, or Landlord Outreach and Mitigation Funds, county BHAs must provide their policies and procedures for review prior to receipt of the funds. Policies and procedures will include prevention of fraud, waste, and abuse and the documentation they will require for the use of Participant Assistance Funds, Rental Assistance, or Landlord Outreach and Mitigation Funds. See Attachment C for additional requirements on bridge housing start-up infrastructure funds. County BHAs may claim up to 10 percent of modified direct costs for indirect costs. See Attachment E for other allowable direct operating expenses.

APPLICATION PROCESS

The application and attachments, along with instructions for submitting the completed application, can be found on SurveyMonkey Apply. Applications will be accepted electronically beginning on February 24, 2023. Applications may not be hand delivered or mailed. The deadline for all applications is April 28, 2023, at 4:00 p.m. PT. DHCS will not accept any funding applications after the due date.

Information provided by the applicant can be made available for public review, unless otherwise exempted by law (Inspection of Public Records, Chapter 3.5, Division 7, Government Code).

PROJECT TIMELINE

*Table 2. Project Timeline**

Event	Date
County BHAs RFA released	February 21, 2023
Informational webinar	March 3, 2023, 10:00 a.m. PT
County BHAs applications due†	Accepted on a rolling basis on or before April 28, 2023, 4:00 p.m. PT
County BHA conditional awards announced	On a rolling basis, beginning June 2023
Contracts executed	Within 60 days of county BHA's receipt of initial contract

*Timeline subject to change at DHCS's discretion.

†DHCS will not accept any funding applications after the due date. Funding not applied for will be included in the competitive RFA process in summer 2023.

APPLICATION INSTRUCTIONS

The BHBH Program is designed to allow county BHAs to implement the most appropriate strategies for their communities while adhering to responsive best practices and using funds appropriately, as intended by law, and within the parameters of DHCS guidance. Program proposals must include baseline data and a description of the rationale for selecting the chosen intervention(s).

The BHBH Program application uses a fillable form on an online application portal hosted by SurveyMonkey Apply. Before beginning the application, please review the application questions in Attachment D. To complete the required budget, please follow the budget instructions in Attachment E. Use the Excel template available on the Behavioral Health Bridge Housing Program RFA page and upload the budget and budget narrative to the application portal.

You will be able to upload additional required documents, including an organizational chart, a budget, a budget narrative, and any other supporting documentation, to SurveyMonkey Apply. You will receive an email confirming receipt of the complete application within 24 hours of submission.

INFORMATIONAL WEBINAR

An informational webinar on March 3, 2023, at 10:00 a.m. PT will provide information about both the BHBH Program and the county BHA application. Registration is required. The webinar will be recorded and posted on the BHBH Program website.

QUESTIONS

To submit a question related to the RFA or the application instructions, or to submit a technical question related to the online application portal, please use the RFA Help Desk.

REASONABLE ACCOMMODATIONS

DHCS will provide assistive services such as reading or writing assistance and conversion of the RFA, questions and answers, RFA addenda, or other Administrative Notices to Braille, large print, audiocassette, or computer disk as needed. To request copies of written materials in an alternate format, please send an email to BHBHinfo@ahpnet.com or call (323) 545-6202.

PROPOSAL REVIEW CRITERIA

County BHAs must respond to all questions, address the minimum program requirements, and describe their proposed plan and budget in detail. Each section of the application will be reviewed as either "sufficient," or "resubmission required." County BHAs whose applications are found to need resubmission will be contacted to schedule a consultation with AHP and will have up to 30 days from the time of notification to meet any resubmission requirements to remain eligible for BHBH Program funds. It is DHCS's intent to work with all applicants to establish fundable applications. Failure to submit the required documentation in a manner DHCS deems appropriate by the date and time indicated in follow-up communications with the county BHA may lead DHCS to find the applicant nonresponsive and eliminate the application from further BHBH Program funding consideration. In addition, DHCS may provide a partial award to a county BHA if components of its application are deemed unallowable or the applicant does not provide sufficient follow-up information.

AWARD PROCESS

Successful applicants will be notified by email of a conditional award, of any resubmission requirements, or that funding has been denied. AHP will schedule meetings with conditional awardees to discuss the

contracting process, including development of the statement of work (SOW) and payment schedule. A draft sample contract will be made available during the application period. All applicants must be able to process a contract for final execution/approval within 60 days of receipt of initial contract. The final agreement must be signed, returned, and fully executed with AHP before funding will be made available.

APPEALS

Applicants submitting a response to this RFA may not protest or appeal the award. All award decisions are final.

STATE'S RIGHTS

1. If deemed necessary by DHCS, DHCS, directly or through AHP, may collect additional applicant documentation, signatures, missing items, or omitted information during the application review process. DHCS will advise the applicant by email or in writing of any documentation that is required and the submission timeline. Failure to submit the required documentation in a manner DHCS deems responsive by the date and time indicated may lead DHCS to find the applicant nonresponsive and eliminate the application from further BHBH Program funding consideration.
2. The submission of a response to this RFA does not obligate DHCS to make a contract award.
3. DHCS reserves the right to deem incomplete responses as nonresponsive to the RFA requirements.
4. DHCS reserves the right to modify or cancel the RFA process at any time.
5. Any of the following may cause DHCS to reject a response from further consideration:
    a. Failure to meet the state applicant requirements by the submission deadline.
    b. Failure to comply with a request to submit additional documentation in a timely manner.
    c. Failure to comply with all performance requirements, terms, conditions, and/or exhibits that are being prepared for the resulting contract.

V. Administrative Requirements

ANNUAL REVIEW AND PROGRAM MODIFICATIONS

BHBH Program funding must be spent no later than June 30, 2027. County BHA funding will be monitored and paid through reimbursement invoicing, based on the achievement of identified milestones provided through required reporting, as outlined below. Changes to the BHBH Program Plan, including the timeline, and budget modifications will be accepted only by written request and must be approved by DHCS. County BHA progress will be reviewed annually. If a county BHA is not on track to meet funding deliverables and spend its full contracted amount, DHCS reserves the right to redistribute those grant funds to other eligible county BHAs.

REPORTING REQUIREMENTS

Grantees will be required to submit quarterly progress reports that include narrative and data reports. Grantees will also submit invoices of actual expenditures based on the deliverables outlined in the contract. Invoices will not be paid until all required data have been submitted.

Grantees will submit data reports in a data portal. The metrics will include, but not be limited to, the following:

- Number of people served and demographic information
- CARE Program participants receiving BHBH supportive services
- Bed-nights of bridge housing provided in each of the following:
  - Shelter/interim housing
  - Rental assistance (scattered site and project based)
  - Auxiliary funding in assisted living settings (commonly referred to as "board and care patches")
- Outcomes
  - Shelter/interim housing
    a. Numbers of individuals served
    b. Location upon exit
    c. Average length of stay
    d. Total number of bed-nights of bridge housing provided during the quarter (occupied bed-nights)
    e. Total number of available bed-nights that were left vacant
  - Rental assistance
    a. Number of individuals who were provided rental assistance (scattered site or project based)
    b. Location upon exit
    c. 6-, 12-, and 24-month housing stability measures
  - Auxiliary services in assisted living settings (commonly referred to as "board and care patches")
    a. Number of individuals served
    b. Location upon exit
    c. 6-, 12-, and 24-month housing stability measures

Additionally, grantees will enter into the local HMIS the Universal Data Elements (Items 3.01-3.917) and the Common Data Elements (Items 4.02-4.20 and Item W5 of the Individual Federal Partner Program Elements as defined by the United States Department of Housing and Urban Development [HUD] HMIS Data Standards), on the individuals and families served, as required by AB 977 (Gabriel, Chapter 397, Statutes of 2021).

Quarterly progress reports will follow the timeline below.

Table 3. Quarterly Progress Report Schedule

Report	Year/Quarter	Period	Date Due
1	Year 1, Quarter 4	4/1/-6/30/2023	7/30/2023

Report	Year/Quarter	Period	Date Due
2	Year 2, Quarter 1	7/1-9/30/2023	10/30/2023
3	Year 2, Quarter 2	10/1-12/31/2023	1/30/2024
4	Year 2, Quarter 3	1/1-3/31/2024	4/30/2024
5	Year 2, Quarter 4	4/1-6/30/2024	7/30/2024
6	Year 3, Quarter 1	7/1-9/30/2024	10/30/2024
7	Year 3, Quarter 2	10/1-12/31/2024	1/30/2025
8	Year 3, Quarter 3	1/1-3/31/2025	4/30/2025
9	Year 3, Quarter 4	4/1-6/30/2025	7/30/2025
10	Year 4, Quarter 1	7/1-9/30/2025	10/30/2025
11	Year 4, Quarter 2	10/1-12/31/2025	1/30/2026
12	Year 4, Quarter 3	1/1-3/31/2026	4/30/2026
13	Year 4, Quarter 4	4/1-6/30/2026	7/30/2026
14	Year 5, Quarter 1	7/1-9/30/2026	10/30/2026
15	Year 5, Quarter 2	10/1-12/31/2026	1/30/2027
16	Year 5, Quarter 3	1/1-3/31/2027	4/30/2027
17	Year 5, Quarter 4	4/1-6/30/2027	6/30/2027

PARTICIPATION IN MONITORING AND TTA

Grantees will be responsible for submitting invoices, ensuring expenses are allowable, and retaining sufficient backup documentation related to expenses. DHCS, AHP, or a designee may conduct desk or site audits that require grantee participation.

Grantees will be required to submit documentation for specific projects prior to the drawdown of funds. This includes but is not limited to the following:

- Participant Assistance Funds, Rental Assistance, and Landlord Outreach and Mitigation Fund policies and procedures, as applicable.
- For use of bridge housing start-up infrastructure funds for certain costs, including rehabilitation, the purchase of tiny homes, or the purchase of property, the following may be required: documentation of site control; insurance; compliance with federal, state, and local laws; and other certifications and requirements, as applicable. (See Attachment C.)

Grantees will also be expected to participate in coaching calls, learning collaboratives, and other required TTA activities.

Technical assistance topics will focus on data tracking and reporting including hands-on support in integration with the HMIS system. Reporting beds and rental subsidies in the HMIS system is a program requirement and technical assistance will provide guidance associated with system design elements for HMIS as it pertains to the BHBH Program funding requirements (see Reporting, Monitoring, and Communication Requirements section for more details). Technical assistance will also focus on bridge housing site locations, including the identification of appropriate sites that could be converted into bridge housing. Various toolkits will be provided, including optional templates for grantee use such as operations manuals, start-up checklists, and rental assistance administration guides.

ACCESSIBILITY AND NONDISCRIMINATION

All BHBH Program-funded projects shall adhere to the accessibility requirements set forth in California Building Code Chapters 11A and 11B and the Americans with Disabilities Act (ADA), Title II. In addition, developments shall adhere to either the Uniform Federal Accessibility Standards (UFAS, 24 CFR Part 8) or HUD's modified version of the 2010 ADA Standards for Accessible Design (Alternative 2010 ADAS, HUD-2014-0042-0001, 79 FR 29671 [5/27/14], commonly referred to as "the Alternative Standards" or "HUD Deeming Memo"). Accessible units shall, to the maximum extent feasible and subject to reasonable health and safety requirements, be distributed throughout the project and be available in a sufficient range of sizes and amenities consistent with 24 CFR Part 8.26.

Grantees shall adopt a written nondiscrimination policy requiring that no person shall, on the grounds of race, color, religion, sex, gender, gender identity, gender expression, sexual orientation, marital status, national origin, ancestry, familial status, source of income, disability, age, medical condition, genetic information, citizenship, primary language, immigration status (except where explicitly prohibited by federal law), justice system involvement (except where explicitly required by law), or arbitrary characteristics, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project or activity funded in whole or in part with funds made available pursuant to this RFA. Nor shall all other classes of individuals protected from discrimination under federal or state fair housing laws, individuals perceived to be a member of any of the preceding classes, or any individual or person associated with any of the preceding classes be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any project or activity funded in whole or in part with funds made available pursuant to this RFA.

Grantees shall comply with the requirements of the Americans with Disabilities Act of 1990, the Fair Housing Amendments Act, the California Fair Employment and Housing Act, the Unruh Civil Rights Act, Government Code Section 11135, Section 504 of the Rehabilitation Act of 1973, and all regulations promulgated pursuant to those statutes, including 24 CFR Part 100, 24 CFR Part 8, and 28 CFR Part 35.

Attachment A: Maximum County Funding

Counties with separate departments of mental health and substance use services may submit separate applications, but the total amount of funding requested may not exceed the total amount available for the county, as listed. The formula used to calculate these figures is based on a $1,000,000 minimum base per county and the current Behavioral Health Subaccount (50 percent), and Point-in-Time (50 percent) funding methodologies.

County	Total Funding Available	County	Total Funding Available
Alameda	$46,782,359	**Orange**	$31,658,038
Alpine	$1,067,142	**Placer**	$4,364,704
Amador	$1,741,012	**Plumas**	$1,648,932
Butte	$7,510,000	**Riverside**	$24,004,293
Calaveras	$1,728,261	**Sacramento**	$43,077,410
Colusa	$1,502,677	**San Benito**	$2,260,924
Contra Costa	$20,488,722	**San Bernardino**	$27,375,170
Del Norte	$2,618,164	**San Diego**	$44,300,211
El Dorado	$3,339,411	**San Francisco**	$32,265,440
Fresno	$21,833,333	**San Joaquin**	$14,303,642
Glenn	$1,746,530	**San Luis Obispo**	$7,519,236
Humboldt	$7,117,861	**San Mateo**	$10,246,862
Imperial	$6,968,054	**Santa Barbara**	$9,932,242
Inyo	$1,488,504	**Santa Clara**	$51,568,399
Kern	$15,159,004	**Santa Cruz**	$10,171,130
Kings	$2,919,309	**Shasta**	$5,268,887
Lake	$2,820,089	**Sierra**	$1,090,326
Lassen	$1,637,126	**Siskiyou**	$2,425,534
Los Angeles	$321,189,238	**Solano**	$8,352,207
Madera	$2,996,547	**Sonoma**	$11,246,961
Marin	$5,467,915	**Stanislaus**	$10,819,200
Mariposa	$1,396,991	**Sutter**	$3,805,915
Mendocino	$4,937,108	**Tehama**	$2,371,591
Merced	$6,915,610	**Trinity**	$1,756,528
Modoc	$1,260,647	**Tulare**	$11,047,883
Mono	$1,229,946	**Tuolumne**	$2,077,802
Monterey	$11,301,966	**Ventura**	$13,325,088
Napa	$3,425,528	**Yolo**	$4,132,715
Nevada	$3,601,814	**Yuba**	$3,327,862
TOTAL $907,936,000			

Attachment B: Definitions

Bridge Housing
For purposes of the BHBH Program, "bridge housing" is defined as short- and mid-term residential programs with a goal to connect individuals to long-term housing stability. The BHBH Program uses a broad definition of "bridge housing" that may include, and may not be limited to, emergency/interim housing, rental assistance, and auxiliary funding in assisted living settings (commonly referred to as "board and care patches"). See Attachment C for more details on bridge housing types. BHBH settings must offer supportive services that address the housing needs of participants. BHBH Programs are low barrier and use harm reduction strategies and Housing First principles. However, when indicated, funding may be used to support recovery residences and sober living environments for individuals with significant substance use disorder needs. Bridge housing must meet the ESG Minimum Habitability Standards and, when possible and as applicable, should also meet CoC Housing Quality Standards (HQS).

Family
"Family" includes, but is not limited to, regardless of marital status, actual or perceived sexual orientation, or gender identity, any group of persons presenting for assistance together with or without children and irrespective of age, relationship, or whether or not a member of the household has a disability. A child who is temporarily away from the home because of placement in foster care is considered a member of the family. (Source: HUD Continuum of Care Program FAQ)

Housing First
Housing First is defined in WIC Section 8255 (11)(d)(1)-(2)(A) as "the evidence-based model that uses housing as a tool, rather than a reward, for recovery and that centers on providing or connecting homeless people to permanent housing as quickly as possible. Housing First providers offer services as needed and requested on a voluntary basis and do not make housing contingent on participation in services. Housing First includes time-limited rental or services assistance, so long as the housing and service provider assists the recipient in accessing permanent housing and in securing longer-term rental assistance, income assistance, or employment."

Consistent with the national Housing First model and WIC section 8255, abstinence from alcohol or other substances cannot be a requirement or prerequisite for housing funded by the BHBH Program, nor can the use of alcohol or other substances in and of itself be grounds for eviction; services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants' lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to optional evidence-based treatment. However, when indicated, funding may be used to support recovery residences and sober living environments for individuals with significant substance use disorder needs.

Housing Navigation
Housing navigation is an integral part of the process of assisting people in identifying housing options, resources, and services. Housing navigators work with individuals to help them find, move in to, and retain affordable housing. They also develop relationships with community partners, other service providers, agencies offering housing subsidies, and property owners and managers. Navigators help individuals eliminate or reduce the impact of personal housing barriers such as criminal records, poor

credit, or prior housing judgments due to eviction, as well as transportation needs, application fees, and/or utility payments. Additionally, housing navigators may assist in identification and reporting of instances of housing discrimination. They may link individuals with bridge housing and housing subsidy agencies and assist them in completing application. They may also work with property owners and public housing authorities (PHAs) to facilitate approvals, assisting with documentation, timely inspections, and corrective action requests.

Serious Behavioral Health Condition

The BHBH Program eligibility criteria are adapted from the Specialty Mental Health Services (SMHS) access criteria (BHIN 21-073) and the Drug Medi-Cal Organized Delivery System/Drug Medi-Cal access criteria (BHIN 21-071; BHIN 23-001), including all CARE Program participants. There are no age restrictions on BHBH Program participants. To be eligible for a BHBH Program-funded project, an individual must meet one of the following criteria:

1. The individual has one or more of the following:
    a. Significant impairment, where "impairment" is defined as distress, disability, or dysfunction in social, occupational, or other important activities, including education and family relationships
    b. A reasonable probability of significant deterioration in an important area of life functioning
    c. A need for SMHS, regardless of presence of impairment (for individuals under age 21)

    AND

    The individual's condition, as defined in a, b, and/or c, is due to either of the following:

    a. A diagnosed mental and/or substance-related or addictive disorder, according to the criteria of the current editions of the *Diagnostic and Statistical Manual of Mental Disorders (DSM)* and the *International Statistical Classification of Diseases and Related Health Problems (ICD)*
    b. A suspected mental and/or substance-related or addictive disorder that has not yet been diagnosed

    OR

2. The individual has at least one of the following:
    a. At least one diagnosis from the current edition of the *DSM* for Substance-Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and Non-Substance-Related Disorders
    b. At least one suspected diagnosis from the current edition of the *DSM* for Substance-Related and Addictive Disorders, with the exception of Tobacco-Related Disorders and Non-Substance-Related Disorders

    OR

3. The individual is a CARE Program participant, regardless of whether they meet the criteria in paragraph (1) or (2), above.

Short-Term and Mid-Term

For purposes of the BHBH Program, "short-term" is defined as less than 90 days and "mid-term" is a period between 90 days and 2 years, with the possibility of a 1-year extension. Because the BHBH Program sunsets on June 30, 2027, its funds cannot be used to support longer-term housing or rental assistance. County BHAs are encouraged to allow flexible lengths of stay in bridge housing settings to ensure housing navigation and placement services can take place and that individuals are exited to permanent housing to the greatest extent possible.

Supportive Services

Supportive services are those services necessary to help program participants obtain and maintain housing, manage symptoms of serious behavioral health conditions, and support recovery and wellness. Examples include peer support, employment assistance, transportation assistance, and group and individual activities that promote a sense of purpose and community participation. Services covered by Medi-Cal cannot be paid for with BHBH Program funding. BHBH funds cannot be used as a match for Medi-Cal services. Counties must leverage Medi-Cal to the greatest extent possible, through use of California Advancing and Innovating Medi-Cal (CalAIM) programs including Enhanced Care Management, as well as the housing-related community supports.

Homeless

For purposes of the BHBH Program, the definition of "homeless" is based on the definition used in the Enhanced Care Management program (ECM Policy Guide, May 2022, page 8), as outlined below.

An individual or family experiencing homelessness is defined as any of the following:

- An individual or family that lacks adequate nighttime residence
- An individual or family with a primary residence that is a public or private place not designed for or ordinarily used for habitation
- An individual or family living in a shelter
- An individual exiting an institution (including incarceration) into homelessness
- An individual or family who will imminently lose housing in next 30 days
- Unaccompanied youth and homeless families and children and youth defined as homeless under other federal statutes
- Individuals fleeing intimate partner violence

Notes on this definition:

This definition is based on the HUD definition of "homeless," with the following modifications:

- If exiting an institution, individuals are considered homeless if they were experiencing homelessness immediately prior to entering that institutional stay, regardless of the length of the institutionalization.
- The time frame for an individual or family that will imminently lose housing has been extended from 14 days (HUD definition) to 30 days.

Attachment C: Allowable BHBH Program Activities

The goal of the BHBH Program is to expand the available bridge housing to support individuals with serious behavioral health conditions. Therefore, the funding is prioritized on the bridge housing category. All other category expenditures are allowable up to the percentage identified below.

The following describes activities that are allowable uses of BHBH Program funds for meeting the program requirements as discussed in Section IV. This list is not intended to be comprehensive. Any additions to this list must be preapproved by DHCS.

BRIDGE HOUSING (MINIMUM OF 75 PERCENT OF TOTAL BUDGET)

For purposes of the BHBH Program, "bridge housing" is defined as short- and mid-term residential options and serves as a bridge to longer-term housing (see Attachment B). Bridge housing must meet the ESG Minimum Habitability Standards and, when possible and as applicable, should also meet CoC Housing Quality Standards (HQS). All bridge housing settings must include voluntary supportive services for individuals.

County BHAs and their partners may provide bridge housing through any of several methods, including directly operating or contracting for shelter/interim housing beds, providing short- or mid-term rental assistance, or for auxiliary funding in assisted living settings (commonly referred to as "board and care patches"). Counties may work with homelessness service providers to expand capacity and/or provide necessary supports and accommodations so individuals with serious behavioral health conditions can succeed in programs originally designed for the broader population experiencing homelessness. BHBH programs must be developed in a manner that provides for choice, enables people to stay in their "home" communities, and provides for community integration in accordance with all applicable federal and state regulations.

When not covered by another funding source (due to the restrictions of non-supplantation), allowable costs for BHBH settings include necessary housing operation costs (e.g., facility rent, utilities, Wi-Fi, insurance, onsite manager, repairs, food, hygiene products), as well as the costs for supportive services to support participants' housing stability and retention. Funds may be used to support the development of partnerships and create a model to administer rental subsidies. Expenditures related to pet accommodations are allowable.

BHBH models or housing types should be selected based on community needs and gaps and may include shelter/interim housing, rental assistance coupled with supportive services, and/or auxiliary funding in assisted living settings (commonly referred to as "board and care patches"), and all must include housing navigation for individual sustainability.

BHBH is provided through the three housing types described below and includes housing navigation.

Shelter/Interim Housing. Shelter or interim housing is intended to be of short- or mid-term duration while individuals are preparing to move into longer-term housing options such as Permanent Supportive Housing (PSH) or other stable living situations. For purposes of the BHBH Program, this could include tiny homes, emergency shelter, motel vouchers or motel-based sheltering efforts, navigation centers,

peer respite, crisis housing, transitional housing, recovery housing, recuperative care models, and/or community-reentry and diversion housing programs.

Bridge housing may include individual units, shared living (with private or smaller-occupancy rooms), individual rooms in homes, or tiny homes. Congregate environments (e.g., dorms with larger-occupancy rooms) may be considered, but only if they can be proven appropriate for the population.

Rental Assistance. County BHAs may also offer short- or mid-term rental assistance or subsidies as part of an overall bridge housing strategy. Rental assistance must be combined with easy access to clinical and supportive behavioral health care. Rental payments must be made to the landlord on behalf of the tenant in scattered-site or project-based housing. The duration of rental assistance is at the discretion of the county BHA but should take into consideration the funding end date. The county BHA should work to identify long-term housing sustainability solutions for the tenant, such as family reunification (including family financial housing supports such as reimbursing room rental for a family member), income supports (including public benefit or employment income), or other long-term rental or housing assistance. The settings must provide supportive services that address the housing needs of participants. BHBH programs are low barrier and use harm reduction strategies and Housing First principles, unless the most appropriate available option is a sober living/recovery residence that supports the individual client's needs. Bridge housing must meet the ESG Minimum Habitability Standards and, when possible and as applicable, should also meet CoC Housing Quality Standards (HQS).

As part of housing navigation, BHBH Program funds may also be used for a Landlord Outreach and Mitigation Fund to support engagement of property owners, which may include offering property owners supports and incentives. This could include a mitigation fund to reimburse owners in the event that a BHBH Program participant damages a unit or to cover other unforeseen costs related to housing someone through the BHBH Program (see below).

To receive BHBH Program rental assistance funds, the county BHA must submit for DHCS review related policies and procedures that address the following:

- The calculation of rental assistance, which must be indicated and must use either Fair Market Rents (FMRs) or a rent reasonableness methodology to calculate allowable rental rates. Counties may offer either shallow subsidies up to a specific dollar amount or a formula in which the individual pays a portion of the rent based on income.
- Clear eligibility requirements for individuals and units for short-term and/or mid-term rental assistance. The requirements for both short- and mid-term assistance may be the same, or the county BHA may have fewer requirements for short-term assistance than for mid-term.
- Fraud prevention, along with regular audits and clear documentation of all payments.
- Requirements for payments to be made directly to property owners or managers.
- Requirements to provide supportive services and resources to individuals who are receiving rental assistance, to remove barriers and help them obtain longer-term rental assistance or other affordable housing.
- Requirements for participants to have access to onsite supportive services at the facility or though home visits.

Auxiliary funding in Assisted Living Settings (commonly referred to as "board and care patches"). This is funding to support the successful placement of people who have licensed care needs. The length of the funding may be determined by the BHA and may only be necessary until the client has stabilized and can be served in a lower level of care. Assisted living settings are licensed by the California Department of Social Services (CDSS) and include Adult Residential Facilities (ARFs) and Residential Care Facilities for the Elderly (RCFEs), among others. There is not a restriction on the use of interim housing options; however, if a facility is required to have a license, it must have a current/valid license to utilize BHBH funds.

Navigation Services. In all three housing types, a key to the success of the BHBH Program is housing navigation to assist individuals to move away from homelessness to appropriate, affordable permanent housing and supports. People who receive services and housing funded by the BHBH Program must have the opportunity to receive housing navigation services. (See Attachment B for a definition of "housing navigation.") Housing navigation includes assistance to identify and apply for appropriate housing subsidies, affordable housing programs, Participant Assistance Funds, Rental Assistance, and housing through either the BHBH Program or other funding sources. Housing navigation services may either be offered as part of the services at a specific BHBH Program, as a standalone service that works with clients of multiple bridge BHBH sites, or by a housing navigation team that serves multiple housing programs. (Please note, navigation costs can only be reimbursed for BHBH clients.)

For purposes of the BHBH Program, Participant Assistance Funds and Landlord Outreach and Mitigation Funds are available through the housing navigation supports.

Participant Assistance funds are used to remove barriers and support people with behavioral health conditions who are also experiencing homelessness meet their immediate housing needs (e.g., assistance getting IDs and other vital documents, transportation, food, and hygiene products) and are allowable. Funds may also be used to support individuals in completing housing applications, or for costs associated with credit reports, security deposits, utility hookups, and moderate furnishings. County BHAs must have clear policies, procedures, and protocols for managing Participant Assistance and move-in funds prior to drawing down of these funds.

Landlord Outreach and Mitigation Funds may be used by county BHAs to encourage property owners to consider renting to BHBH Program participants. Landlord/owner outreach may include the development of presentations, outreach materials, campaigns, incentives, and support to help properties meet the requirements of subsidizing agencies. Additionally, county BHAs may establish a mitigation fund to offset any damages caused by a BHBH Program participant and/or for use if an eviction should become necessary. Prior to receiving funds for Landlord Outreach and Mitigation Funds, the county BHA must submit complete policies and procedures for the use of these funds.

FLEXIBLE FUNDING CATEGORIES

Funds remaining after meeting the minimum bridge housing requirement may be utilized on the following allowable activities:

COUNTY BEHAVIORAL HEALTH AGENCY BHBH PROGRAM IMPLEMENTATION

- Convene an advisory board, comparable entity, or local process for soliciting input into program planning, implementation, and quality improvement from people with lived experience of homelessness and serious behavioral health conditions
- Establish a program lead who will direct these efforts
- Coordinate with local CoC and other stakeholders focused on serving similar target populations to expand capacity for addressing the needs of individuals with serious behavioral health conditions
- Implement and actively participate in the HMIS
- Submit required reports and documentation to AHP/DHCS

OUTREACH AND ENGAGEMENT

County BHAs are encouraged to identify clients from within their own programs, especially Full Service Partnership (FSP) clients who are experiencing homelessness, and to collaborate with local homelessness outreach and engagement efforts already in place to identify clients who can be enrolled in both behavioral health services and BHBH Program-funded programs. Outreach and engagement should not be seen as standalone services in the BHBH Program. Instead, outreach and progressive engagement to offer and encourage an individual or family to enter BHBH may be carried out by staff of the BHBH site or services. BHBH Program funding should be the funding of last resort for the provision of these services. Other funding sources, such as Medi-Cal, must be utilized first. BHBH Program funding cannot supplant existing funding.

The following outreach and engagement activities are allowable through the BHBH Program:

- Outreach to individuals experiencing or at risk of experiencing homelessness, including, but not limited to street outreach, with a focus on engagement, building rapport, harm reduction, and linkage to behavioral health care and the BHBH Program, including but not limited to, individuals not currently engaged in behavioral health services

- Collaboration with institutions (e.g., jails, prisons, psychiatric hospitals, treatment centers) to enhance discharge planning, with a focus on preventing homelessness

BRIDGE HOUSING START-UP INFRASTRUCTURE (MAXIMUM OF $75,000/BED)

BHBH Program funding can be used for start-up costs and to make facilities more available to individuals with serious behavioral health conditions. Bridge housing start-up infrastructure funding is limited to $75,000 per bed. All bridge housing start-up infrastructure activities must be complete and beds made available within 1 year of contract execution.

BHBH Program funds are not intended to fully support the construction of new bridge housing facilities. County BHAs may use BHBH Program funds in conjunction with other funds as allowable. BHBH Programs should use best practices including addressing people's needs for privacy, pets, possessions, parking, and the specialized accommodations that individuals with serious behavioral health conditions may need.

Examples of allowable start-up infrastructure costs include the initial purchase of furniture, equipment, and appliances; minor renovations to make necessary accessibility modifications for people who also have behavioral health conditions or onsite behavioral health care; the purchase and placement of tiny homes and related utility hookups and supportive facilities; costs related to facility renovations, including allowable adaptive reuse; and for bridge housing, so long as the BHA anticipates the start-up will be completed and the bridge housing brought online within 1 year of contract execution. All of these allowable expenditures must fit within the $75,000 per-bed limit.

Initial purchases of equipment, furnishings, and/or appliances are part of bridge housing start-up infrastructure but do not require prior approval; however, proof of purchase will be required for reimbursement.

Infrastructure projects that involve minor renovations do not require prior approval; however, proof of purchase will be required for reimbursement. Minor renovations are defined as those renovations that do not require a permit.

Expenditures that include contributing to the purchase of property will require site control, defined as ownership, an executed purchase and sale agreement (PSA), an executed letter of intent (LOI), or an executed exclusive negotiation agreement (ENA). This documentation will be required to be submitted according to the requirements outlined in the contract. All contributions to purchases require preapproval by DHCS.

If proposing the purchase of a facility or rehabilitation/renovation project, counties must provide the following:

A. Counties must provide a schedule that demonstrates that the project can be completed within the allowable timeframe.

B. The budget must be in alignment with the usual, reasonable, and customary costs for similar projects. (Each county BHA shall be solely responsible for any costs to complete the proposed bridge housing start-up infrastructure in excess of the program funds award amount. Neither DHCS nor AHP will be responsible for any cost overruns.)

After county RFAs have been approved, the contract will outline the following assurances that they and their subcontractors will:

A. Establish construction contracts with licensed, insured, and bondable contractor(s) based on a permitted set of construction plans with a licensed, insured, and bondable general contractor for an amount consistent with the costs in the approved project budget.

B. Obtain all required building, local use, and fire clearance or other required building permits or approvals.

C. Maintain and provide certificates of insurance for required insurance, including general liability insurance and builder's risk insurance, as follows:

A builder's risk policy including a permission to occupy endorsement during the course of construction and, upon completion of construction, if the project is new construction, property insurance covering all risks of loss, excluding earthquake, flood or other risks customarily excluded from "all-risks" coverage, in an amount equal to full replacement cost of the project, including all improvements, fixtures, furnishings and equipment thereon at the time of loss.

If the project is rehabilitation of an existing facility, property insurance covering all risks of loss, excluding earthquake, flood or other risks customarily excluded from "all-risks" coverage, in an amount equal to the full replacement costs of all improvements located on the property on which the project is to be constructed, including all improvements, fixtures, furnishings and equipment thereon at the time of loss. Upon completion of the rehabilitation, any property insurance policy shall be updated to reflect the increased replacement costs resulting from the rehabilitation.

Worker's compensation insurance as required by the State.

Comprehensive automobile and vehicle liability insurance covering claims for injuries to members of the public and/or damages to property of others arising from use of motor vehicles, including on-site and off-site operations, and owned, non-owned, or hired vehicles with $1,000,000 combined single limits.

Commercial general liability insurance of not less than $1,000,000 per occurrence with an annual aggregate limit of $5,000,000 for bodily injury and property damage liability combined. The county BHA's required limits may be satisfied through a combination of general liability and umbrella policies of coverage. The commercial general liability insurance policy shall cover liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured agreement. The commercial general liability insurance shall apply to each insured against whom claim is made or suit is brought subject to the county BHA's limit of liability.

Insurance indemnification. The county BHA shall indemnify, defend and hold harmless DHCS and AHP against any and all liabilities to third persons and other losses (not compensated by insurance or otherwise) and for any other costs and expenses incurred, including reasonable attorneys' fees, judgments, settlements or penalties, as a result of any claim or liability resulting from the failure of the county BHA (or its lower-tier subcontractors or consultants) to maintain the insurance policies required by this section.

Certify that they, and their contractors, shall comply with all applicable federal, state, and local laws. These include, but may not be limited to:

i. Adherence to the accessibility requirements set forth in California Building Code Chapter 11A and Chapter 11B and the Americans with Disabilities Act, Title II.

ii. Prevailing wage requirements for construction projects in the State of California (Lab. Code, Sec. 1720 et seq.). The county BHA shall provide a certification of compliance with California's prevailing wage law, as well as all applicable federal prevailing wage law. The certification shall (a) verify that prevailing wages have been or will be paid, (b) verify that labor records will be maintained and made available to any enforcement agency upon request, and (c) be signed by the general contractor(s) and the county BHA.

iii. Compliance with CEQA requirements.

iv. If a proposed project would result in the displacement of any current residents, the county BHA shall have a relocation plan completed in partnership with the displaced individual.

DEED RESTRICTIONS

DHCS requires county BHAs to place a deed restriction on non-county-owned properties purchased or improved with BHBH Program infrastructure funds through June 30, 2027. The deed restriction will stipulate that the property be used to provide bridge housing for individuals with serious behavioral health conditions. A deed restriction on the title of the property safeguards the property for purposes consistent with the grant.

EXCEPTIONS

DHCS may grant requests for exceptions to the budgetary specifications, including the limitations upon start-up infrastructure funding and the requirement that 75% of BHBH funds must be used for operating costs, when necessary for the requesting county to achieve the BHBH Program goals and objectives described in Section IV. Criteria for granting an exception include a demonstrated lack of existing suitable facilities within the county that may be used for bridge housing, costs of accessibility improvements exceeding program limits, and other unusual circumstances. Requests for exceptions shall require substantial evidence to document that the exception criteria are met.

County BHAs requesting an exception must include it as part of their BHBH Program application and submit it by the due date. Those requesting exceptions must submit documentation and participate in a consultation with DHCS prior to DHCS's consideration of the exception.

County BHAs whose exception requests are denied will be required to resubmit a revised application within 30 days of notification that the request has been denied.

Attachment D: Application Questions

Note: Funding applicants must complete the BHBH Program application and submit it online through the SurveyMonkey Apply portal. This attachment lists the application questions, but they may appear in a different format in the portal. This attachment is provided for reference only.

A. APPLICANT ORGANIZATION INFORMATION

- County
- Full name of county agency for contracting purposes
- Name of county agency for use in public-facing and program descriptions
- County agency mailing address
- County agency website URL
- Application contact name
- Application contact email address
- Application contact phone number
- Secondary contact name
- Secondary contact email address
- Secondary contact phone number

B. APPLICATION SUMMARY

Provide a 250- to 300-word executive summary (for public use) describing your county's planned use of BHBH Program funding, including the number of beds to be created, people to be served, key partners, and desired outcomes.

C. EXPERIENCE

1. Describe your county behavioral health agency's (BHA's) specific programs and efforts to address the housing needs of individuals with serious behavioral health conditions, including serious mental illness (SMI) and substance use disorder (SUD) (e.g., interim housing, recovery housing, Permanent Supportive Housing [PSH], homeless outreach). (500-word limit)
2. What is your county BHA's experience collaborating with the Continuum of Care (CoC) and other homeless/housing agencies in your community? Did you communicate or collaborate with the CoC in the development of the proposed BHBH Program? (250-word limit)

D. UNDERSTANDING COMMUNITY NEED

1. As part of the Homeless and Housing Assistance Program Round 3 (HHAP Round 3), the California Interagency Council on Homelessness required a comprehensive local homeless action plan. Applications and plans can be found on the HHAP Round 3 Applications & Local Homelessness Action Plans page. Review your action plan(s) and answer the following questions.
    a. Were you involved in the development of the HHAP Round 3 plan? If so, describe that involvement. (250-word limit)
    b. To the best of your knowledge, are the data included in this action plan accurate for the BHBH Program? (YES/NO) Explain. (200-word limit)
2. Did people with lived experience of homelessness and/or a serious behavioral health condition contribute to this proposal? (YES/NO) If yes, what were their contributions? (200-word limit)
3. Have you used additional reports or data to inform the design of your BHBH Program? (YES/NO) [If yes:]
    a. Provide citations and links and/or attach other reports or information that have informed your assessment of community need.
    b. What do those reports say about reaching and serving people experiencing both homelessness and serious behavioral health conditions in your community? (350-word limit)

    [If no:] How did you determine the gaps that would be served by the BHBH Program? (350-word limit)
4. What are the gaps in your current system for people with behavioral health conditions that would be addressed by the BHBH Program? Are there specific subpopulations of the target population in your county that would be prioritized for support through the BHBH Program? (400-word limit)

E. PROPOSED PROGRAM DESIGN

1. What housing types do you propose to develop through the BHBH Program, how many beds will be available in each, and how did you estimate the need by housing type? (350-word limit)
2. How will you identify potential bridge housing options described above and how will you secure them for use for BHBH Program participants? (500-word limit)
3. How will the BHBH Program address the unique needs of individuals with diverse behavioral health conditions (e.g., opioid use disorder, psychotic disorder, post-traumatic stress disorder, stimulant use disorder)? (500-word limit)
4. How do you plan to address the needs of diverse cultural groups, families, and other unique populations? What steps are you taking to advance racial equity in the design of the BHBH Program? (500-word limit)
5. How does your county BHA plan to use the BHBH Program to support CARE Program participants? (350-word limit)

6. How will you ensure housing navigation is provided to all BHBH Program participants? Describe your housing navigation program, including the following (500-word limit):
    a. How will you identify and prioritize participants for housing navigation? What will be provided?
    b. Will you offer Landlord Outreach and Mitigation Funds?
    c. How will housing navigation be provided?
    d. Do you plan to provide Participant Assistance Funds to help people meet their housing needs? (YES/NO) [If yes:] How will these funds be managed?

7. Which of the following activities do you plan to fund using the BHBH Program? Address the estimates of people served that are included in your budget template as you answer questions 8-13. (Application note: In the application portal, if you check the box, it will move you to the next question. Some questions will be skipped if the box is not checked.)

    - County BHA BHBH Program implementation requirements (if yes, applicant completes question 8)
    - Outreach and engagement (if yes, applicant completes question 9)
    - Bridge housing-Shelter/interim housing (if yes, applicant completes question 10)
    - Bridge housing-Rental assistance (If yes, applicant completes question 11)
    - Bridge housing-Auxiliary funding in assisted living settings (commonly referred to as board and care patches) (if yes, applicant completes question 12)
    - Bridge housing start-up infrastructure (if yes, applicant completes question 13)

8. **If checked in question 7.** Describe how you will use funds for **County BHA BHBH Program implementation** requirements as described in Attachment C, page 22. In your response, include an explanation of how you will collaborate with the CoC and other homeless service providers.(350-word limit)

9. **If checked in question 7.** Describe how will you use funds for **outreach and engagement**. (Refer to Attachment C for a list of requirements and options for outreach and engagement services.) (350-word limit)

    a. Describe the outreach and engagement services you will offer. How will you engage both existing behavioral health clients and individuals who are not engaged in services and treatment but are likely eligible?
    b. How will you coordinate with existing homeless outreach efforts in your county?

10. **If checked in question 7.** How will you use funds for **bridge housing-shelter/ interim housing options**? (500-word limit)

    a. Please describe the types of bridge housing settings you intend to create (e.g., shelter, motel vouchers, recuperative care—see Attachment C for a more detailed, though not exhaustive list) and the number of beds of each. If you already have identified potential sites, please list them. If you have not, please identify the types of units you intend to explore (e.g., single-family homes, tiny homes, office conversion—see Attachment C).
    b. Describe the supportive services that will be provided. How many people are you proposing to serve?

c. How will you identify and prioritize participants?
d. How will you accommodate pets?
e. Are you working with, or do you intend to work with, partners to deliver this program? If so, briefly describe the relationship(s) and how you are working with your partners or how you will identify or contract with partners.

11. **If checked in question 7.** How will you use funds for **bridge housing through short- and/or mid-term rental assistance**?
    a. Describe your rental assistance program, including whether you plan to use scattered-site or project-based units, and how it will address the requirements described in Attachment C.
    b. How many rental subsidies are you budgeting for, and at what cost? What are your assumptions for length of rental subsidy?
    c. How will you identify and prioritize participants?
    d. How will you provide supportive services to individuals accessing rental assistance?
    e. Given that BHBH Program funding ends June 30, 2027, what are your plans to move people from BHBH Program rental assistance to longer-term subsidies and/or employment?

12. **If checked in question 7.** Describe any plans to provide auxiliary funding in assisted living settings (commonly referred to as board and care patches)?

13. **If checked in question 7.** Will you use funds for infrastructure? (See Attachment C for requirements related to bridge housing start-up infrastructure funding.) (YES/NO) [If yes:]
    a. Check all the applicable categories of infrastructure funds requested:
        - Contributing to purchase of property
        - Tenant improvements (permits required)
        - Renovations (permits required)
        - Acquisition, placement, and related costs of modular or tiny homes
        - Adaptive reuse of residential property
        - Adaptive reuse of non-residential property
        - Initial furnishings, equipment, and appliances
        - Other (please describe)
    b. Briefly describe each proposed site, the proposed start-up infrastructure necessary, and any work completed to date.
    c. How will you ensure that program sites will be available to house people within 1 year of contract execution?
    d. What is the estimated infrastructure cost per bed for each proposed project site?
    e. Are you requesting an exception to the funding specification as described in Attachment C. (YES/NO)

[If yes:] Describe any and all potential barriers to implementing the BHBH Program in the geographic area(s) that are the basis for the request for an exception. These may include, for example, the area vacancy rate, lack of available rental properties, a comparative market analysis, no alternative properties, and/or how the additional infrastructure funds will expedite opening the BHBH Program site. Exception requests must include significant documentation to justify the need. (750-word limit, plus attachments)

F. MANAGEMENT PLAN

Describe your agency's capacity to implement this project:

1. Describe your overall management and staffing plan for implementation of the BHBH Program.
    a. How will you involve people with lived experience of homelessness and serious behavioral health conditions—both SMI and SUD—as part of the planning, implementation, and quality improvement?
    b. Provide a brief description of the role of the BHBH program director or lead, including FTE dedicated to this project.
    c. Do you plan to subcontract with provider organizations? If yes, provide a brief description of the role of subcontractors/providers, including how they will be selected and a timeline to initiate operations.
    d. Upload an organizational chart that shows how the BHBH Program will be housed in relation to your county's/agency's other behavioral health and homeless/housing programs.
2. Does your county BHA currently enter information into the HMIS data portal? YES/NO

    [If no:] Are there efforts currently underway for the BHA to enter data into HMIS? YES/NO

    Are there significant barriers to implementation that will need to be addressed?
3. Provide a detailed timeline with significant milestones for the bridge housing start-up and implementation of the BHBH Program using the table below. (Note: In the application form, additional rows will be available.)

BHBH Program Implementation Start-Up (address each required area in Attachment C)		
Key Milestones	Responsible Party	Anticipated Completion Date
Bridge Housing Project(s) Start-up (include bridge housing start-up infrastructure, outreach and engagement, bridge housing-interim housing, bridge housing-rental assistance, bridge housing-auxiliary payments in assisted living settings, and housing navigation under bridge housing project(s) start-up)		

Key Milestones	Responsible Party	Anticipated Completion Date
BHBH Program Quarterly Implementation Milestones (provide detail for each specific program)		
Key Milestones	Responsible Party	Performance Measure
Summarize the key accomplishments to be completed in the first 90 days, first six months, and first year of the program.		

G. BUDGET

Using the instructions in Attachment E, provide a detailed BHBH Program budget and a narrative budget justification. The budget must be submitted using the BHBH Program Excel budget template, available Behavioral Health Bridge Housing Program RFA page. The template includes information on the number of people who will be served.

Once you have completed the budget template and the narrative budget justification, you will upload them with the application.

H. ATTESTATION

Complete the attestation document (Attachment F) and upload it with the application.

Attachment E: Budget Instructions

BACKGROUND

The budget instructions resource has been developed to support all applicants in their successful application process. The application has been separated into several eligible use categories based on scope similarities. These eligible use categories (listed below) will allow for a more seamless application and review process. If you are unsure which categories apply to a particular program, please submit your question here.

Eligible Use Categories (see Attachment C):

- County Behavioral Health Agency BHBH Program Implementation
- Bridge Housing—Outreach and Engagement
- Bridge Housing—Shelter/Interim Housing
- Bridge Housing—Rental Assistance
- Bridge Housing—Auxiliary Funding in Assisted Living Settings
- Bridge Housing—Start-Up Infrastructure

Indirect costs (up to 10 percent of modified direct costs) of each category can be found on each tab of the Excel budget template.

Applicants ***must*** fill out each of the tabs for each eligible use category for which they plan to request BHBH Program funds. The proposal program design and the budget should align. A county BHA may have several activities or projects in a particular eligible use category. Please provide the totals on the Excel budget and explain how the funds will be used in a budget narrative. Based on the applicant's local priorities, there may be several requests in one or more of the eligible use categories. If so, the applicant should include each of the relevant programs on the budget.

Applicants must use the approved Excel budget template and upload the budget into the SurveyMonkey Apply form. Any application submitted using an alternative budget template will be considered insufficient, and the applicant will be asked to resubmit the application with a revised budget using the proper template.

The budget that is submitted should include only funding requested for the BHBH Program, not other funding sources or programs for which the BHBH Program is serving as match. If an applicant wishes to include information on alternative funding sources, they may include such information in the comments section for that particular eligible use category.

All applicants must submit a budget narrative as a supplement to the budget spreadsheet. The budget narrative will discuss the funding plan for each of the costs in each budget section on the spreadsheet.

Several specific words and phrases used throughout the budget template are defined below. For additional definitions, please see Attachment B.

Term	***Definition***
Personnel	The personnel section is the description of the individuals who will be supporting the various BHBH programs, as described in the application. Personnel includes space for each position, number of FTEs, salaries, and calculation of taxes and benefits.
Subcontractors	Applicants may choose to contract with providers or to partner with organizations for specific areas of expertise. Include each specific known subcontractor as its own row. For those that are not yet known, include the type of contractor (e.g., bridge housing provider).
Other Direct Costs	Direct costs are expenses incurred for activities linked directly to a specific project. Examples of direct costs may include printing, food, travel, stipends for advisors with lived experience, maintenance, or minor equipment. Expenses must be in compliance with the state reimbursement requirements, as applicable.
Indirect Costs	Indirect costs consist of general management costs necessary for the general operation of the agency, such as accounting, budgeting, payroll preparation, personnel services, purchasing, legal fees, and centralized data processing.

The following instructions relate to the specific tabs in the budget. Please submit all questions related to the budget or budget instructions to the RFA Help Desk.

OVERVIEW TAB

The overview section is meant to summarize the applicant's total BHBH Program funding.

The overview tab includes the totals from each of the other tabs. The totals will auto-populate from their respective sections, but applicants should doublecheck them for accuracy.

Additionally, applicants must provide the total anticipated number of bed-nights for total BHBH Program funding. The total should include an estimate for the entire program period. This will be used to calculate the average cost, which will be reviewed for reasonableness.

A section of this tab also demonstrates that at least 75 percent of funds are dedicated to bridge housing operations, which include those costs on the BH-Shelter/Interim Housing, BH-Rental Assistance, BH-Housing Navigation, and BH-Aux in Asst Living Tabs combined.

PROGRAM DETAIL TABS

For each BHBH Program element you are providing, complete a detail tab. The detail tab totals will auto-populate the overview page tab. The following instructions refer to specific lines within the budget template.

Personnel

In each BHBH Program detail tab, list the county staff positions that will be involved in that service element and their FTE. County BHAs that have multiple staff members with the same title may include them on one row. List the position title, followed by the number in parentheses of staff members who have that title (e.g., "Staff Services Analyst (5)"), and provide the cost information for each fiscal year. If

a staff member (e.g., the program director or lead, or a housing navigator) works on more than one service element, divide the FTE across the relevant service elements. Identify the total salaries, calculate benefits, and provide the total cost for personnel for each fiscal year. Provide a description of each position and contributions to the program design as a part of the budget narrative.

Stipends or salaries for the participation of individuals with lived experience of homelessness and SMI and/or SUD in planning and implementation efforts are allowable expenses.

Note that individual staff members/positions may work on multiple areas of a BHBH Program (e.g., outreach and BH-Shelter/Interim Housing) and therefore will appear on more than one of the tabs.

Subcontractors

The subcontractor section should be broken down by contracted agency/organization. Each agency/organization or bridge housing site should have its own row. In the case of subcontractors, the budget narrative should briefly describe the subcontractor role and funding/expenses.

Applicants that plan to release a request for proposals (RFP) for support of any section and do not yet know the specific organizations that will be subcontractors should include a brief statement of the procurement process and anticipated amount to be awarded each fiscal year in the budget. Include a description of subcontractors being sought and the timeline for the RFP in the budget narrative.

Other Direct Costs

Other direct costs that are necessary for the operations of bridge housing and related supported services are allowable costs. Examples may include utilities, food, harm reduction supplies, program materials and supplies, minor equipment, travel, communications, training, staff recruitment, building maintenance, janitorial fees, household and office supplies, replacement furniture, transportation, and stipends for advisory committee participants or other individuals with lived experience providing expertise. Expenses must be in compliance with the state reimbursement requirements, as applicable.

Indirect Costs

Each tab includes a row for the indirect costs related to that program element. Indirect costs are limited to a maximum of 10 percent of modified direct costs. Modified direct costs may include all direct costs except for rental assistance funds, program assistance funds, landlord outreach and mitigation funds, and auxiliary funding in assisted living settings funds.

Number Served

On each tab discussing BHBH Program bridge housing services, specialized questions address the total number of individuals served, bed-nights available, and/or encounters. These numbers must align with the program description in the proposal and will be used to inform the contract deliverable schedule.

Participant Assistance Funds (Bridge Housing-Housing Navigation Tab)

Participant Assistance Funds are used to remove barriers and support people with behavioral health conditions who are also experiencing homelessness in meeting their immediate housing needs (e.g., assistance getting IDs and other vital documents, transportation, food, and hygiene products) and are allowable. Funds may also be used to support individuals in completing housing applications, or for costs

associated with credit reports, security deposits, utility hookups, and moderate furnishings. County BHAs must have clear policies, procedures, and protocols for managing Participant Assistance Funds prior to drawing down these funds.

Rental Assistance (BH-Rental Assistance Tab)

Rental assistance payments for individuals to live in bridge housing are allowable costs. See Attachment C for program requirements. Applicants should add the total amount of funding for each subactivity of this eligible use. In addition to program administration, the rental assistance program tab may include the costs of on-site (home-based) supportive services provided. Please note that supportive services for individuals receiving rental assistance services must not supplant existing funding sources, and that BHBH Program funds are meant to be the funding source of last resort. Prior to receiving funds for rental assistance, the county BHA must submit complete policies and procedures for the use of these funds.

Auxiliary Funding in Assisted Living Settings (BH-Aux Assisted Living Tab)

Auxiliary funding in assisted living settings is an allowable cost. These supports help ensure a board and care setting is able to accept and/or continue to serve individuals with serious behavioral health conditions. Provide a description of the estimated number and cost in the budget narrative.

Landlord Outreach and Mitigation Funds (Bridge Housing - Housing Navigation Tab)

County BHAs may develop an active outreach and recruitment program to encourage property owners to consider renting to BHBH Program participants. Landlord/owner outreach may include the development of presentations, outreach materials, campaigns, incentives, and support to help properties meet the requirements of subsidizing agencies. Additionally, county BHAs may establish a mitigation fund to offset any damages caused by a BHBH Program participant and/or for use if an eviction should become necessary. Include the total amount of funding designated for owner incentive programs, owner loss mitigation programs, and the total of each in its respective row. Prior to receiving funds for Landlord Outreach and Mitigation Funds, the county BHA must submit complete policies and procedures for the use of these funds.

BRIDGE HOUSING START-UP INFRASTRUCTURE TAB

As described in the RFA (see Attachment C), applicants may use a limited amount of available funding to support the bridge housing start-up infrastructure needs of their BHBH Programs.

Applicants should list each individual BHBH Program site for start-up infrastructure projects and provide estimated costs for the following categories:

- Contribution to purchase
- Renovations
- Initial furnishings, equipment, and appliances
- Other costs (e.g., relocation costs, professional fees, permits)
- Indirect costs (limited to a maximum of 10 percent of direct costs)

Additionally, for each project, the applicant must include an estimated number of beds and costs per bed for that project. The applicant should repeat this step for each subsequent infrastructure project.

Attachment F: BHBH Program Applicant Attestation

As an authorized representative of _____ (county behavioral

health agency [BHA]), I, _____ (name) certify that:

1. The information, statements, and attachments included in this application are, to the best of my knowledge and belief, true and correct.
2. I understand and agree that the Department of Health Care Services (DHCS) reserves the right to request clarification of unclear or ambiguous statements made in the application and other supporting documents submitted for Behavioral Health Bridge Housing (BHBH) Program funding.
3. The county BHA shall use BHBH Program funds to serve the targeted population(s) as described in the application. Further, the county BHA will meet all of the program requirements described in the request for applications (RFA) and attachments.
4. The county BHA will be responsible for ensuring that its BHBH Program and all components, including bridge housing start-up infrastructure, are on schedule and on budget.
5. Funding received for the BHBH Program will be spent only on allowable uses as stated in the RFA and attachments, or on those uses for which the applicant has received express DHCS approval.
6. The county BHA shall be solely responsible for any costs needed to complete the proposed bridge housing start-up infrastructure in excess of the BHBH Program award amount. Neither DHCS nor Advocates for Human Potential, Inc. (AHP), the BHBH Program administrative entity, will be responsible for any cost overruns.
7. The funding received through the BHBH Program will supplement, and not supplant, other funding available from existing local, state, or federal programs or from grants with similar purposes.
8. The county BHA will respond to general inquiries and provide information requested from DHCS and/or AHP pertaining to the inquiry within three (3) business days of receipt, unless an alternate timeline is approved or determined necessary by DHCS and/or AHP.
9. The county BHA understands that DHCS and AHP will review progress in meeting deliverables and expending funds annually, and that if it is not on track to meet funding deliverables and spend its full contracted amount, DHCS will engage the county to discuss potential extensions or modifications. DHCS may redistribute those funds to other eligible county BHAs.
10. The applicant shall defend, indemnify, and hold harmless DHCS and the State of California and all officers, trustees, agents, and employees of the same, as well as AHP, from and against any and all claims, losses, costs, damages, or liabilities of any kind or nature, including attorneys' fees, whether direct or indirect, arising from or relating to the grant funding or related project.

_____	_____
Signature of authorized representative	Date
_____	_____
Name of authorized representative	Title