



COUNTY LOCAL HOMELESSNESS PLAN TEMPLATE

HOUSING AND HOMELESSNESS INCENTIVE PROGRAM

May 9, 2022

PURPOSE OF THIS LOCAL HOMELESSNESS PLAN TEMPLATE

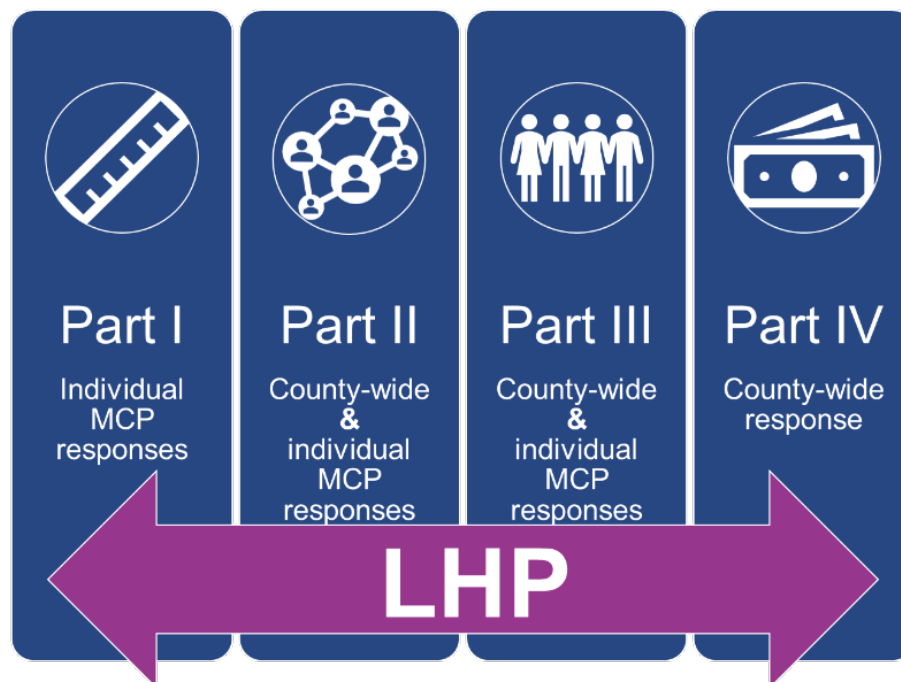
The Housing and Homelessness Incentive Program (HHIP) is a voluntary incentive program through which Medi-Cal Managed Care Plans (MCPs) may earn incentive funds for improving health outcomes and access to whole person care services by addressing homelessness and housing insecurity as social drivers of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

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

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

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

LHP Submission Components



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

■ PART I: HHIP MEASURES

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

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

See excel template for this unique MCP LHP submission.

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

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

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

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

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

■ PART IV: IDENTIFICATION OF FUNDING AVAILABILITY

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

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

LHP SUBMISSION STRUCTURE

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

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

MCP INFORMATION

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

County Name

MCP Name	Lead Contact Person Name and Title	Contact Email Address

PART I: HHIP MEASURES

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

Part I scoring: 190 points available

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

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

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

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

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

STRATEGIES TO ADDRESS IDENTIFIED HOUSING AND SERVICE GAPS IN THE COUNTY
County Narrative Description (200-word limit)
Empty space for County Narrative Description

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

A. Landscape Analysis of County Needs and Demographics

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

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

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

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

TABLE 1 (EXAMPLE ONLY — San Francisco County):

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

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

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

Table 1. Landscape Analysis of County Needs and Demographics

	Number of People Experiencing Homelessness	Source and Date Timeframe of Data
Population and Living Situations		
TOTAL # OF PEOPLE EXPERIENCING HOMELESSNESS		
# of People Who are Sheltered (Emergency Shelter (ES), Transitional Housing (TH), Supportive Housing (SH))		
# of People Who are Unsheltered		
Household Composition		
# of Households without Children		
# of Households with At Least 1 Adult & 1 Child		
# of Households with Only Children		
Sub-Populations and Other Characteristics		
# of Adults Who are Experiencing Chronic Homelessness		
# of Adults Who are Experiencing Serious Mental Illness		
# of Adults Who are Experiencing Substance Use Disorders		
# of Adults Who are Veterans		

	Number of People Experiencing Homelessness	Source and Date Timeframe of Data
# of Adults with HIV/AIDS		
# of Adults Who are Survivors of Domestic Violence		
# of Unaccompanied Youth (under 25)		
# of Parenting Youth (under 25)		
# of People Who are Children of Parenting Youth		
Gender Demographics		
# of Women/Girls		
# of Men/Boys		
# of People Who are Transgender		
# of People Who are Gender Non-Conforming		
Ethnicity and Race Demographics		
# of People Who are Hispanic/Latino		
# of People Who are Non-Hispanic/Non-Latino		
# of People Who are Black or African American		

	Number of People Experiencing Homelessness	Source and Date Timeframe of Data
# of People Who are Asian		
# of People Who are American Indian or Alaska Native		
# of People Who are Native Hawaiian or Other Pacific Islander		
# of People Who are White		
# of People Who are Multiple Races		
# of People Who did Not Disclose		

B. Landscape Analysis of People Receiving Services

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

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

Table 2 uses the following service terms:

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

Table 2. Landscape Analysis of County Services

	Perma- nent Sup- portive Housing (PSH)	Rapid Re- housing (RRH)	Transi- tional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homeless- ness Prevention Services & Assistance (HP)	Outreach and Engage- ment Services (O/R)	Other: [Identify]	Source(s) and Time- frame of Data
Household Composition									
# of Households without Children									
# of Households with At Least 1 Adult & 1 Child									
# of Households with Only Children									
Sub- Populations and Other Character- istics									
# of Adults Who are Experiencing Chronic Homeless- ness									

	Perma- nent Sup- portive Housing (PSH)	Rapid Re- housing (RRH)	Transi- tional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homeless- ness Prevention Services & Assistance (HP)	Outreach and Engage- ment Services (O/R)	Other: [Identify]	Source(s) and Time- frame of Data
# of Adults Who are Experiencing Serious Mental Illness									
# of Adults Who are Experiencing Substance Use Disorders									
# of Adults Who are Veterans									
# of Adults with HIV/AIDS									
# of Adults Who are Survivors of Domestic Violence									
# of Un- accompanied Youth (under 25)									
# of Parenting Youth (under 25)									

	Perma- nent Sup- portive Housing (PSH)	Rapid Re- housing (RRH)	Transi- tional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homeless- ness Prevention Services & Assistance (HP)	Outreach and Engage- ment Services (O/R)	Other: [Identify]	Source(s) and Time- frame of Data
# of People Who are Children of Parenting Youth									
Gender Demo- graphics									
# of Women/Girls									
# of Men/Boys									
# of People Who are Transgender									
# of People Who are Gender Non- Conforming									
Ethnicity and Race Demo- graphics									
# of People Who are Hispanic/ Latino									
# of People Who are Non- Hispanic/ Non-Latino									

	Perma- nent Sup- portive Housing (PSH)	Rapid Re- housing (RRH)	Transi- tional Housing (TH)	Interim Housing or Emergency Shelter (IH / ES)	Diversion Services and Assistance (DIV)	Homeless- ness Prevention Services & Assistance (HP)	Outreach and Engage- ment Services (O/R)	Other:	Source(s)
# of People Who are Black or African American									
# of People Who are Asian									
# of People Who are American Indian or Alaska Native									
# of People Who are Native Hawaiian or Other Pacific Islander									
# of People Who are White									
# of People Who are Multiple Races									

PART IV: IDENTIFICATION OF FUNDING AVAILABILITY

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

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

Part IV scoring: 10 points available