

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT  
DIVISION OF HOUSING POLICY DEVELOPMENT  
651 Bannon Street, Suite 400, Sacramento, CA 95811  
(916) 263-2911 / FAX (916) 263-7453  
[www.hcd.ca.gov](http://www.hcd.ca.gov)



## ERF 2R Butte County — Cemetery and Barn

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# **SUBMISSION PORTAL OVERVIEW**

**Is the Application a "Test" Submission?**

No, this is my official Submission.

# Part 1: ADMINISTRATIVE INFORMATION

## Application Window

This application is being submitted in the following application window:

Window #1, 12/1/2022 - 2/28/2023

## Eligible Applicant

Select the eligible applicant's jurisdiction type.

County

What is the name of the city or county?

Butte County

## Implementing Organization

Implementing Organization

Butte County

Specific Unit or Office Within the Implementing Organization

Department of Employment and Social Services, Housing and Homeless

Implementing Organization's Address

PO Box 1649

City

Oroville

Zip Code

95965

County

Butte

Implementing Organization's Tax ID

Number

94-6000506

## Project Director

Name

Erin Murray

Title

Health & Human Services Program Analyst III

Phone

(530) 552-6208

Email

emurray@buttecounty.net

## Grant Administrator

Name

Briana Harvey-Butterfield

Title

Housing & Homeless Administrator

Phone

Email

(530) 552-6202

bhbutterfield@buttecounty.net

## **Contact Person for Application**

**Name**

Erin Murray

**Title**

Health & Human Services Program Analyst III

**Phone**

(530) 552-6208

**Email**

emurray@buttecounty.net

## **Authorized Representative**

**Name**

Shelby Boston

**Title**

Director

**⚠️ This Application uses character limits ⚠️**

**Reaching these limits is not required. Competitive responses may fall well short of these limits.**

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## **Part 2: PROPOSAL OVERVIEW**

### **People Served**

**Number of people currently residing in prioritized encampment site**

50

**Of people currently residing in prioritized encampment site, how many will be served by this proposal?**

50

**Given the potential for inflow of people into the prioritized encampment site, how many people are projected to be served across the entire grant period?**

60

**Of people projected to be served across the entire grant period, number of people projected to transition into interim shelters**

5

**Of people projected to be served across the entire grant period, number of people projected to transition into permanent housing**

50

**Is the prioritized encampment site part of a larger encampment area?**

No

### **Encampment Information**

**1. Briefly describe the characteristics of the people residing within the prioritized encampment site. The description must include demographics and may include household compositions, disabilities, and projected service and housing needs. (1500 character limit)**

The County coordinated with CalTrans regarding encampments on state-right-of-way land. While there are unsheltered individuals on state land, there are only 1 - 3 people that inconsistently stay and move on.

Two similar encampments have been identified and will be referred to as Cemetery and Barn. The two

encampments are 4.8 miles apart, both in County jurisdiction, and surrounded by agricultural land. The demographics of the residents as well as the impending cleanup are also similar.

As the encampment residents frequently fluctuate, the demographics vary. However, the population consistently ranges in age from 25 to 65, is mostly male, and consists of people that identify as white non-Hispanic and white Hispanic. Most dwellings are inhabited by a single person, with a few that contain two people. Most residents have multiple animals, both traditional house pets and farm animals, some have certified service and companion animals.

Through the work by multiple Butte County agencies, most residents have been able to secure documentation necessary for permanent housing, i.e. identification cards, birth certificates, and Social Security cards. However, the most significant barriers are still in place. Much of the population has little to no income, is in need of mental health services, have apparent physical disabilities, some preexisting and some caused by unsheltered homelessness, and need ongoing case management to be successful in permanent housing.

**2. Briefly describe physical characteristics of the prioritized encampment site in which the people you are proposing to serve are residing. The description must include the specific location, physical size of the area, the types of structures people are residing in at the site, whether vehicles are present, and any other relevant or notable physical characteristics of the site. (1000 character limit)**

Cemetery Encampment: North of Gridley, West of Highway 99, behind Gridley-Biggs Cemetery District. An unpaved road goes into a large field. Surrounding the field are large, dense patches of trees to the North, West, and South. A railroad track runs along the West side of the property. Throughout the roughly 200 acre plot are 5 inoperable vehicles, 7 RV or 5th wheels, 6 tents, and 9 structures/makeshift shelters.

Barn Encampment: South of Oroville, West of Highway 70. Turning directly off of the highway is a red-tagged main residence behind a fence and large chicken coup. There are four out-buildings and nearly a dozen vehicles scattered throughout the property, most in disrepair. Also, on the 28-acre property is a horse corral and the remains of a large barn. The barn, that had previously been red-tagged, burned down in June of 2021. There have been several fires reported since, mostly occurring in the main residence, and most recently in January 2023.

**3. Why is this particular encampment site being prioritized? (1000 character limit)**

The Cemetery property has changed hands and has fell into bankruptcy on multiple occasions. The property is currently owned by a conglomerate of individuals out of Las Vegas, NV. Through a multiagency approach, Butte County Sherriff's Office, Code Enforcement, Behavioral Health, and Employment and Social Services have made many site visits over the past six months to provide services directly to residents of the encampment. As the current owners intend to develop the land, time has diminished to house the residents of the encampment.

The Barn property has become a significant safety risk. Due to the multitude of fires in recent years, all buildings are deemed unsafe for habitation and have been red-tagged. The owner does not provide management to the site or its residents. The residents of this site are open to permanent housing, but due to inclement weather and lack of affordable housing, they continue to take up residence at this site.

**Attachment: Map**

Barn Encampment.pdf

Cemetery Encampment.pdf

Both Locations.pdf

**4. Is the prioritized site on a state right-of-way?**

No

## Proposal's Outcomes

**5. What are the outcomes this proposal seeks to accomplish by the grant close (6/30/2026)? If funded, what are the primary activities you are planning to implement to achieve the proposal's outcomes? (1000 character limit)**

If funds are secured, the project will successfully and permanently house 34 households, provide initial case management for placement through street outreach, and provide ongoing case management for successful permanent housing through services coordination. Program participants will have the option to move directly into permanent housing with project-based vouchers through a Memorandum of Understanding that the County will be establishing with Pacific West Communities for 24 units at Prospect View Apartments. Program participants will also have the option of moving into a rental of their choosing with 18 months of tiered rental assistance. Participants that move into permanent housing will also receive assistance with deposits as well as the purchase of basic furniture and household items. For those that need interim support prior to being permanently housed, funding will also support payment for 6 to 12 months of transitional housing or sober living environments.

**6. How will the applicant measure progress towards the proposal's outcomes? (1000 character limit)**

All contact made via outreach and all placements into various housing solutions will be tracked in the Homeless Management Information System (HMIS) and regularly monitored by the Project Director. The intent of this funding is to move program participants directly from unsheltered homelessness into permanent housing. Other jurisdictions within Butte County that have or are applying for ERF intend to rely on and expand existing Emergency Shelters. Existing Emergency Shelters are already overburdened. A program participant that chooses an option other than permanent housing will still have access to permanent housing resources and have their progress maintained in HMIS.

**7. Are there any local ordinances, resources, or other factors that may hinder achieving the proposal's outcomes? If so, how will the applicant navigate these challenges? (1000 character limit)**

There are no local ordinances or other factors that would hinder proposal outcomes. However, as Prospect View Apartments has federal funding, management retains the ability to reject applicants based on certain criminal convictions that could pose a threat to the health and safety of other tenants or staff. Program participants that are ineligible to housing with Prospect View will work with the Housing Navigator to obtain alternate permanent housing.

**8. Is this proposal a standalone project or part of a larger initiative?**

Larger initiative

**8. a) How would this larger initiative be categorized?**

Part of a larger project for encampments in general

**Please describe. (1000 character limit)**

The City of Oroville has been awarded ERF funds in a past round and the City of Chico intends to apply for funds this round. As Oroville and Chico are two of the main municipalities in the county, the County is applying for funds to serve encampments outside of those jurisdictions. Through ERF funds, multiple encampments will be addressed, and individuals moved into various housing interventions. The County is also leveraging other funding to support the needs of unsheltered individuals such as Homeless Housing, Assistance and Prevention Rounds 1 - 3, Housing Disability and Advocacy Program, and local dollars that support outreach efforts.

## Part 3: IMPLEMENTATION

### Core Service Delivery and Housing Strategies

**9. Describe the proposed outreach and engagement strategy, case management, and / or service coordination for people while they are continuing to reside within the encampment site. Quantify units of service to be delivered including the ratio of staff to people served, frequency of engagement, and length of service periods. (2000 character limit)**

Once established, the Outreach Team, consisting of one Housing Navigator and one Code Enforcement Officer, will provide intensive case management to the residents of the targeted encampments. The Housing Navigator, with necessary supplies supported through ERF-2-R, will identify and address all barriers to housing, provide referrals to various social service programs, provide support necessary to enter into permanent housing, and maintain thorough case documentation.

The Outreach Team will frequent the identified encampments no less than once weekly with additional contact made by phone and in person as necessary. Case management conducted by the Housing Navigator will be staggered based on housing readiness and the case management that has already been completed in the lead up to this application for funding. It is anticipated that the Housing Navigator will have a caseload of 15 - 20 households at any given time. There is no minimum or maximum length of time for services, as all residents will need varying degrees of support including transport as necessary.

While still residing at the encampment, residents will have access to Butte County Behavioral Health Counselors that provide on-site mental health and substance use disorder services. They will also have access to basic supplies such as weather appropriate attire, potable water, blankets, first aid supplies, and trash disposal as available from the Outreach Team.

**10. Describe the role of Coordinated Entry in the context of this proposal and how Coordinated Entry policies or processes will support and / or hinder the implementation of this proposal. (1000 character limit)**

Based on research done at the encampment locations, many residents are chronically homeless with physical and/or mental disabilities. In alignment with the Butte Countywide Homeless Continuum of Care Coordinated Entry (CE) Policy, unsheltered people from these demographics are prioritized locally. Many of the residents of these encampments are already in the CE system. The combination of the CoC Policy that allows for the prioritization of these individuals and the newly available housing opportunity through Prospect View allows the County to make a significant impact in housing this unsheltered population.

**11. Please describe the interim shelter and permanent housing opportunities proposed to support this proposal and provide evidence of the applicant's demonstrated ability and commitment to deliver permanent housing for people residing in the prioritized encampment. (2000 character limit)**

Once funding is secured, the County will be entering into a Memorandum of Understanding (MOU) with Pacific West Communities for 24 units at Prospect View Apartments. Prospect View is located within 20 miles of both encampments in an adjoining town and is currently under construction with units available for move-in September 2023. These apartments have project based vouchers from Housing Authority of the County of Butte dedicated to all units. Pacific West Communities has entered into an MOU with Northern Valley Catholic Social Services (NVCSS) to provide continuing case management in the form of life skills training, education, and supportive services. NVCSS has been providing social services to low-income individuals and families living in affordable housing in the community for almost 40 years.

Dedicated funding will also be set aside to provide ongoing rental subsidies for 18 months for program participants that choose to reside outside of Prospect View. For these program participants, ongoing case management will be provided by Butte County Department of Employment and Social Services (DESS) Housing and Homeless Team to locate alternative permanent housing solutions. DESS has decades of

experience providing case management. The Housing & Homeless Team, established 4 years ago, has experience in intensive case management as it relates to housing readiness and housing stability.

Although the program approach is to provide permanent housing, as stated above, funding will be reserved for those that choose a transitional housing solution to prepare for permanent housing. Once the program participant is ready to move on from transitional housing, the permanent housing opportunities available to other program participants will also be made available to them.

**12. Describe how this proposal is tailored to meet the needs and preferences of people residing within the prioritized encampment. (1500 character limit)**

Throughout the past six months of engagement, the wants and needs of encampment residents have been thoroughly evaluated. All surveyed residents are ready and willing to relocate, even to other towns. Many are lease ready, with necessary documents in hand. Some even have a steady income source. Their most significant barriers have been no transportation/phone/internet to seek and apply for housing, insufficient income to qualify for housing, and insufficient resources to come up with first month’s rent and deposit. Through the proposed program, all of these needs will be addressed including providing client transport for housing applications, obtaining documents, medical appointments (including connection to a mobile medical unit), etc. The dedicated Housing Navigator will meet residents where they are, provide necessary housing searches and assist with applications, and provide linkage to social services. With vouchers, dedicated housing, rental subsidies available, and support in obtaining furniture and household items, insufficient income and resources will no longer be an obstacle.

The primary intent of the program remains to focus on the needs of encampment residents and set them up for success in permanent housing. Through the Housing First model, all residents will be offered the resources and supports needed to access successful permanent housing opportunities.

**Table 1: Projected Living Situations Immediately Following the Encampment**

Briefly Describe Each Projected Living Situation Immediately Following the Encampment	Is This Permanent Housing?	Quantify The Capacity (e.g., number of beds/units, frequency of bed/unit availability)	Prioritized or Set-Aside for ERF-2-R?	Is this living situation funded by ERF-2-R and / or Leveraged Funds?	% of Served Persons Projected to Fall Within This Living Situation
Prospect View with Voucher	Yes	24 units	Set-aside	Both	65
Rented Unit with Subsid	Yes	10 units	No	ERF	25
Sober Living Environment or Transitional Housing with Subsidy	No	5 beds	No	ERF	10

**Table 2: Projected Housing and Service Pathways to Permanent Housing**

<b>Describe Projected Housing and Service Pathway to Permanent Housing</b>	<b>Quantify the Capacity of the Housing and Service Pathway</b>	<b>Is this Housing and Service Pathway Funded by ERF-2-R and / or Leveraged Funds?</b>
Permanent Housing with Voucher - Program Participants have access to move into an apartment at Prospect View with a project-based voucher.	24 units (est. 32 people)	Both
Permanent Housing with Subsidy - Program participants have access to deposit and ongoing rent assistance for up to 18 months if they choose to reside outside of Prospect View.	10 units (est. 13 people)	ERF
Transitional Housing (TH) - Participants have the opportunity to receive a subsidy to support their stay in a Sober Living Environment or other TH. After exiting the TH of their choice, they will be offered opportunities to enter permanent housing.	5 units (est. 5 people)	ERF

**Table 3: Strategies to Mitigate Displacement**

<b>Strategy</b>	<b>Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?</b>
Provide outreach and case management, build rapport and trust, identify appropriate housing solutions, provide linkage to external supportive services, and prepare for move into permanent housing.	ERF
Partnership with Butte County Code Enforcement will ensure that encampment residents are not penalized for homelessness and will delay the abatement process.	Both

**Table 4: Strategies to Mitigate Returns to Unsheltered Homelessness**

<b>Strategy</b>	<b>Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?</b>
Provide long-term case management including life skills training, education, and linkage to supportive services.	Both
Provide Project Based Vouchers for units at Prospect View will mitigate returns to homelessness due to lack of or reduction of income.	Lev
Provide rental subsidies for rental units for prior encampment residents for a maximum timeframe of 18 months will allow for sufficient time for resident to obtain an income source and gain skills necessary for independent living.	ERF
Provide access to Anthem's Mobile Medical Unit to provide necessary medical	Lev

services on site.

**13. Describe how this proposal considers and plans for the dynamic nature of encampments including potential inflow of people into the geographically served areas. (1000 character limit)**

The Housing Navigator supported through ERF-2-R will be dedicated to serving the targeted encampments. This Housing Navigator will not only provide resources and ongoing support to those that are residing at the targeted encampment at the time of project commencement, but also initiate services to anyone that begins to reside at the encampments prior to site clean-up. In order to accommodate for fluctuation in weather at the encampments, the Outreach Team will be equipped with warm blankets, weather appropriate clothing and water in inclement weather. After encampment residents are permanently housed and site clean-up begins, the property owners intend to develop the land which will prevent new residents at the encampment.

**14. Describe how this proposal will support individuals with continued access to and / or the storage of their personal property. (1000 character limit)**

Based on the outreach conducted, many of the current encampment residents have a storage unit. While the Outreach Team is providing services and readying individuals for move-in, the Housing Navigator will ensure that the individual is able to keep up on payments to their storage unit. If assistance is needed in paying for storage before or during the moving process, dedicated ERF funds can be used to assist. Ongoing storage will be made available for those that are entering transitional housing to keep property safe until they are in permanent housing. The Housing Navigator will work with residents going into permanent housing to ensure that the items that are no longer needed are donated or discarded.

**15. Describe how this proposal will support individuals with service animals and/or pets. (1000 character limit)**

Certified service animals will be allowed into permanent housing solutions per Fair Housing laws; the Housing Navigator can help provide support in obtaining certification if needed. Emotional support animals as well as pets are allowed in Prospect View and may or may not be allowed in other locations depending on where participants elect to reside. The Housing Navigator will work with the program participant to secure housing appropriate for their needs. The Housing Navigator will also assist program participants in obtaining necessary pet, service, and companion animal vaccinations and other items required for permanent housing. Should the program participant have animals that cannot enter permanent housing, such as farm animals, the Housing Navigator will work with the participant to rehome the animals.

## **Budget and Resource Plan**

**16. State the total amount of ERF-2-R funds requested.**

\$1,075,300.00

**17. State the estimated dollar value of secured, non-ERF-2-R resources that will help meet this proposal's outcomes.**

\$852,500.00

**18. Identify and describe these non-ERF-2-R resources. (1000 character limit)**

- o Outreach conducted prior to ERF-2-R project commencement over 12 months is equal to \$50,000
- o 24 project-based vouchers over 2 years at approximately \$1,000 per month per voucher is equal to \$576,000.
- o Administrative support of the Employment and Social Services Director, Housing and Homeless Administrator, Program Manager, and Health and Human Services Program Analyst over 2 years is equal to \$71,500.

- o Ampla Health Medical Mobile Unit performing site visits approximately once weekly over two years is equal to \$45,000.
- o Butte County Department of Behavioral Health 0.5 full time equivalent Counselor over two years is equal to \$110,000.

**19. Describe how the proposal is a prudent and effective use of requested funding relative to the number of people it seeks to serve and the types of services and housing to be provided in the proposal. Include an explanation of how the requested ERF-2-R amount was determined. (1000 character limit)**

The opportunity to immediately and effectively house this many unsheltered individuals has never before occurred in Butte County. The requested ask of \$1,075,300 is especially cost effective considering the amount of coordination and services available. Due to the timing of this application process, if ERF-2-R funds are not secured, targeted encampment residents will likely lose out on the opportunity to obtain residence at Prospect View due to the overwhelming need for housing.

The proposal itself is based on many hours of research, cross-agency collaboration, and fieldwork. The funding requested is based on the experience of the Housing and Homeless Team and their efforts with unsheltered individuals, as well as the needs identified by residents of the targeted encampments. This proposal is not looking to provide temporary solutions and therefore accounts for all potential costs and needs of the encampment residents.

**Attachment: Standardized Budget**

ERF Standardized Budget\_Butte County\_02.23.xlsx

## **Key Entities and Staff**

**20. First, describe the implementing organization and specific unit or office within the implementing organization that would administer ERF-2-R. Then, describe their role and primary responsibilities for this proposal. Finally, if these entities have managed a complex homelessness project or grant, describe how those experiences informed this proposal. (1500 character limit)**

Butte County Department of Employment and Social Services Housing and Homeless Team (H&H) is the implementing organization and ERF-2-R applicant. H&H has been the lead on many State grants as it relates to housing and homelessness since the creation of Homeless Emergency Aid Program funds. H&H has successfully completed, contracted out, and managed more recent funds including Homeless Housing, Assistance and Prevention Rounds 1 through 4. H&H has built relationships with property managers and landlords through California Emergency Solutions and Housing Program and Housing Disability and Advocacy Program and is familiar with resources and pertinent service organizations.

As H&H is a team within the Department of Employment and Social Services, the linkages to other supportive services are plentiful. Based on the needs of the encampment residents, referrals can be made, and a warm hand-off completed to Adult Services, Employment and Eligibility, and Children's Services should it be needed.

H&H's role is to manage the funds, complete reporting to Cal ICH, sub-contract and enter into MOUs as appropriate, and ensure expected outcomes are met. Also, the Housing Navigator on the Outreach Team to be supported through ERF-2-R is an employee of H&H.

**Table 5: Key Staff**

Title	Currently Filled Position?	FTE of Staffing for This Proposal	Funded by ERF-2-R and / or Leveraged Funds?	Brief Description of Duties
Employment and Social Services Director/Authorized Representative	Yes	0.025	Lev	Contract Execution, Authorized Signatory
Housing and Homeless Administrator/Grant Administrator	Yes	0.025	Lev	Project Oversight
Program Manager, Housing and Homeless	Yes	0.05	Lev	Supervision of Project Director
Health and Human Services Program Analyst/Project Director/Contact Person	Yes	0.10	Lev	Budget Oversight, Subcontract/MOU Monitoring, Progress Monitoring
Housing and Homeless Services Supervisor	Yes	0.10	Both	Supervision of Housing Navigator
Housing Navigator	No	1.0	ERF	Outreach, Case Management, Provide Supplies, Connection to Resources
Code Enforcement Officer	No	1.0	ERF	Coordination with Property Owner, Physical Site Oversight

**21. First, describe key partners that will collectively pursue the proposal's outcomes. Then, describe their role and primary responsibilities for this proposal. Finally, if these entities have managed a complex homelessness project or grant, describe how those experiences informed this proposal. (1500 character limit)**

As the implementing organization, H&H has coordinated with Butte County Development Services for Code Enforcement, Department of Behavioral Health for counseling and substance use disorder treatment, Ampla Health for medical care, Pacific West Communities for project-based vouchers, and Northern Valley

Catholic Social Services for ongoing case management. All agencies involved have many years' experience implementing their respective services and these cross-agency collaborations have occurred on countless occasions in the past.

**22. Describe specific examples of how Local Jurisdiction(s) and the CoC have collaborated on the design and implementation of this proposal. (1000 character limit)**

As the Lead Agency for the Butte Countywide Continuum of Care (CoC) and a longstanding participating agency, Butte County Department of Employment and Social Services has coordinated with local jurisdictions within the community and CoC to identify separate instances for needing this funding. The CoC has established policy for prioritization of different vulnerabilities and follows Housing First Principles.

This proposal is focusing on an area within the CoC that historically doesn't receive their share of services as it relates to housing and homelessness because they are geographically small and underfunded. As Cemetery and Barn are both under the purview of the CoC, the needs of these regions have been established.

**Optional Upload: Evidence of Cross-Jurisdictional Collaboration**

PWC-NVCSS Support Letter-Signed.pdf

County Dept Support Letters.pdf

**23. Identify any entities that have a right to and/or control of the property upon which the encampment site resides and discuss whether each of these entities committed allowing the implementation of this proposal. If they have not committed, please explain how you have or plan to engage with this entity to implement your proposal. (1000 character limit)**

Both targeted encampments are on private land. The Cemetery encampment is owned by a conglomerate of individuals intending to develop the land; the owners are supportive of clean-up by whatever means necessary. The Barn encampment is owned by a single individual that continues to allow people to reside on the property even though the buildings have been red-tagged and have burned down, including a barn that used to house many residents. This property has become a significant safety hazard and regardless of the owner's intentions, the property is in the abatement process. Through the Department of Employment and Social Services collaboration with Development Services, Code Enforcement is willing to hold off on pursuing clearing out the property until current residents have ample opportunity to work with a Housing Navigator for alternative housing solutions through ERF and this proposal.

## Centering People

**24. How were persons with lived experience meaningfully incorporated into the planning and proposed implementation of this proposal? Please identify whether any perspectives were incorporated from persons that are currently unsheltered and / or formerly or currently residing within the prioritized encampment. (1000 character limit)**

The Housing and Homeless Team has conducted outreach on several occasions to both of the identified encampments. Through this outreach, the identified needs and wants of current and previous encampment residents were incorporated into this plan. Besides the need for mental health services and case management, most residents struggle with the financial burdens of housing, hence these costs being built into the proposal.

**25. Briefly describe how the proposal exemplifies Housing First approaches as defined in Welfare and Institutions Code section 8255. (1000 character limit)**

This proposal truly is Housing First as it allows individuals to obtain access to housing opportunities; even those without an income source. Encampment residents will be provided access to permanent housing based on their choice in housing solutions. Residents will receive individualized supports, all while maintaining their community supports. Through the unique housing opportunity at Prospect View, many residents of the encampment community will have the option to move to the same complex. Any residents

that choose to move elsewhere, will have opportunity to move where they have other community supports such as family and friends.

**26. Briefly describe how this proposal will center an individual's choice and provide trauma informed services and supports. (1000 character limit)**

Through ERF, a specific housing opportunity will be made available, but the choice is that of the program participants. The Housing Navigator will work individually with each program participant to secure housing and provide equivalent support elsewhere as needed. The Housing Navigator and Code Enforcement Officer identified as the Outreach Team are trained on avoiding re-traumatization by approaching with non-judgmental support and establishing physical and emotional safety by building trust. Behavioral Health staff counselors from their Outreach Program may be available to join The Outreach Team as requested to provide the most appropriate care to program participants. After a participant is permanently housed, continued supports include health and wellness services.

**27. Describe how this proposal will operationalize harm reduction and provide services that improve a person's health, dignity, and safety while they continue to reside within the prioritized encampment site. (1000 character limit)**

The Outreach Team will provide coordination of access to social services and medical care, providing a full spectrum of services. The Outreach Team provides non-coercive and non-mandatory services and resources, including access to Behavioral Health's Substance Use Disorder Program. There is also funding identified to support those that want to enter a sober living environment while also providing with permanent housing upon exit.

**28. For encamped locations that are objectively dangerous, describe how the proposal will seek to prevent harm for people experiencing unsheltered homelessness in these locations. (1000 character limit)**

The Butte County Sheriff's Office and Probation regularly check in on encampment residents and provide access to resources. The Sheriff's Office has and will continue to provide onsite support should it be requested by the Outreach Team. The Butte County Sheriff has a unique people-centered approach. Law enforcement provides safety and protection to all that need it.

**29. Identify what controls are or will be in place to ensure that all ERF-2-R funded parties will not penalize homelessness. The term "penalize homelessness" means to impose, by a governmental unit, criminal or civil penalties on persons who are homeless in a manner that is related to those persons' engagement in necessary human activities, including sleeping, resting, and eating. (1000 character limit)**

There are no ordinances in place. Law enforcement primarily provides safety and protection to all citizens and has not and will not penalize those living in these encampments that are seeking services.

**30. Describe how this proposal considers sanitation services for people residing in the prioritized encampment. This may include but is not limited to non-intrusive, curbside waste removal and access to clean and available bathrooms. (1000 character limit)**

The geographic area of both targeted encampments do not allow for reasonable placement of sanitization. The primary goal is permanent housing and secondary is cleanup once residents are placed in housing and appropriate funding is secured. The Outreach Team will be able to collect garbage as part of their outreach duties. They will also offer small trash disposal for the individuals they are working with.

## **Accelerated Timeline**

**31. How is your community currently supporting and / or engaging with people residing within the prioritized encampment? (1000 character limit)**

The Sheriff's Office, Behavioral Health Outreach Program, Code Enforcement, and Housing Navigators from Butte County Department of Employment and Social Services, regularly visits both encampment sites

to build trust and provide limited resources currently available. The Housing Navigator has provided limited navigation services including Coordinated Entry enrollment. ERF-2-R funding allows for a unique opportunity to provide more individualized case management as well as monetary support for move in costs.

**32. If this proposal is selected, in advance of receiving funding, what steps will your community take to support the people living in the encampment and swift implementation of this proposal? (1000 character limit)**

Housing Navigators will already have built trust and rapport, provided residents with all resources currently available so that they are move-in ready in September 2023 when lease up becomes an option. Regular visits to the encampment sites will allow for continued engagement and communication to residents.

**Table 6: Projected Milestones**

Outreach to the people residing in the prioritized encampment site began / will begin in month ____.	This proposal will reach full operating capacity in month ____.	The first planned exit of a person or household from the prioritized encampment will occur in month ____.	The last planned exit of a person or household from the prioritized encampment will occur in month ____.
September2022	September2023	September2023	December2024

**Attachment: Standardized Timeline**

ERF Project Timeline\_Butte County\_02.23.xlsx

Applicants must use the [ERF-2-R Timeline Template](#) available on [box.com](#)

# CERTIFICATION

Before certifying, applicants are strongly encouraged to review the NOFA.

*I certify that all information included in this Application is true and accurate to the best of my knowledge.*

**Name**

Erin Murray

**Title**

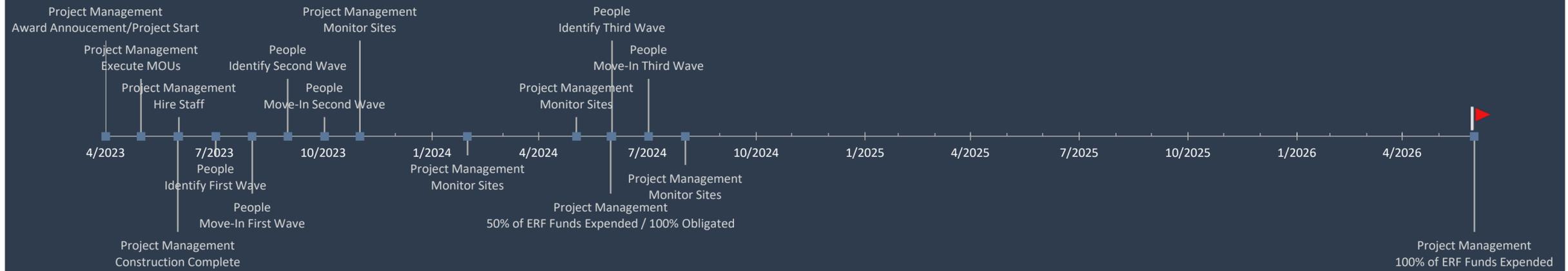
Health & Human Services Program Analyst III

**Email**

emurray@buttecounty.net

# ERF-2-R Project Timeline

# Butte County



## Project Milestones

Date	Milestone	Category	Vertical Position	Additional Detail for Milestone
4/30/2023	Award Announcement/Project Start	Project Management	50	
5/30/2023	Execute MOUs	Project Management	30	MOUs with Pacific West Properties and Development Services.
6/30/2023	Construction Complete	Project Management	-50	Construction complete on 24 units with dedicated project based vouchers.
7/1/2023	Hire Staff	Project Management	10	Housing Navigator and Code Enforcement Officer.
8/1/2023	Identify First Wave	People	-10	Determine program participants that are move-in ready.
9/1/2023	Move-In First Wave	People	-30	First participants to be permanently housed.
10/1/2023	Identify Second Wave	People	30	Determine second wave program participants that are move-in ready.
11/1/2023	Move-In Second Wave	People	10	Second wave participants to be permanently housed.
12/1/2023	Monitor Sites	Project Management	50	Connect new encampment residents with ERF services.
3/1/2024	Monitor Sites	Project Management	-10	Connect new encampment residents with ERF services.
6/1/2024	Monitor Sites	Project Management	10	Connect new encampment residents with ERF services.
6/30/2024	50% of ERF Funds Expended / 100% Obligated	Project Management	-30	Statutory Deadline for 50% of ERF funds to be spent and 100% Obligated
7/1/2024	Identify Third Wave	People	50	Determine third wave participants that are move-in ready - continuous until end of grant period.
8/1/2024	Move-In Third Wave	People	30	Third wave participants to be permanently housed - continuous until end of grant period.
9/1/2024	Monitor Sites	Project Management	-15	Connect new encampment residents with ERF services - continuous until end of grant period.
6/30/2026	100% of ERF Funds Expended	Project Management	-50	Statutory Deadline for 100% of ERF funds to be spent

### PROJECT TIMELINE TIPS

1. Fill in the light blue cells to customize this template with your project's specific milestones.
2. Insert entire rows to the Project Milestones table to add additional milestones.
3. Column B should be a date
3. Column C should be the milestone name- however your team refers to it.
4. Column D provides a dropdown menu with options to help categorize milestones into broad groups. To add an option, go to sheet 1 and add the option in one of the green calls at the bottom of the list.
5. Column E Indicates the *Vertical Position* of milestone markers in the Project Milestones table at the top of the sheet. Changing this number allows you to change the vertical position of the milestone relative to the horizontal axis. Use positive numbers to position them above the axis and negative numbers to position them below.
6. Column F is a space to provide additional context, detail, or description for a specific milestone.

	ELIGIBLE USE CATEGORY	<= WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-2-R PROPOSED BUDGET	LEVERAGED FISCAL SUPPORT	2 SENTENCE DESCRIPTION
				SALARY	FTE	MONTHS			
Guidance and Intended Use	Use dropdowns. See NOFA, III. A.	Enables Cal ICH to immediately understand the line item.	Enables Cal ICH to associate the line item with specific entities or parts of a proposal.				Only ERF-2-R Funds	Non ERF-2-R Funds That WILL be Used to Support this Proposal	Enables Cal ICH to better understand the line item, context, and / or other pertinent information related to the proposed line item.
<b>PERSONNEL COSTS</b>									
	Services Coordination	Housing Navigator	Butte County Department of Er	108,000.00	1.00	24	216,000.00	-	To provide encampment residents housing navigation support and access to resources.
	Services Coordination	Code Enforcement Officer	Butte County Department of Dc	93,650.00	1.00	24	187,300.00	-	To coordinate encampment clean-up.
	Services Coordination	Outreach Team	Multiple Departments			12	-	50,000.00	To provide outreach and coordination.
	Services Coordination	Counselor/SUD	Butte County Department of Behavioral Health		0.5	24	-	110,000.00	To provide mental health counseling and substance use disorder services.
<b>Subtotal - Personnel Costs</b>							<b>\$ 403,300.00</b>	<b>\$ 160,000.00</b>	
<b>NON-PERSONNEL COSTS</b>									
	Rapid Rehousing	Deposit and Rent Assistance	DESS	34 units	varies	18 months	220,000.00	-	To provide permanent housing.
	Rapid Rehousing	Household items/furnishings	DESS	34 units	6000	1 time	204,000.00	-	To provide common household items to those that do not have appropriate furnishings.
	Rapid Rehousing	Move-In Assistance	DESS	30 units	100	1 time	3,000.00	-	To rent moving truck to move belongings from storage facilities.
	Street Outreach	Resident Transportation	DESS			as needed	10,000.00	-	To provide client transport for medical appointments, housing applications, obtaining documents, etc while in encampments.
	Street Outreach	Outreach Team Transportation	DESS			as needed	10,000.00	-	To transport Outreach Team to and from encampment sites.
	Street Outreach	Outreach Supplies	DESS			as needed	7,000.00	-	To provide necessary supplies to encampment residents, i.e. weather appropriate attire, potable water, blankets, and first aid supplies.
	Street Outreach	Housing Navigator Supplies	DESS			1 time	5,000.00	-	Supplies needed to conduct outreach, i.e. phone and service, computer station, tablet, mobile wi-fi.
	Interim Sheltering	Transitional Housing	DESS	5 units	1000	8 months	20,000.00	-	For encampment residents that choose to enter transitional housing or sober living environments.
	Rapid Rehousing	Storage Fees	DESS	10 units	83	6 months	5,000.00	-	To help cover the cost of storage facilities for those engaged in the program moving into permanent housing.
	Services Coordination	Ongoing Case Management	NVCSS			24 months	160,000.00	-	For Northern Valley Catholic Social Services to provide ongoing case management to Prospect View residents.
	Delivery of Permanent Housing	Project Based Vouchers	Pacific West Properties	24 units	1000	24 months	-	576,000.00	Vouchers for Prospect View over 2 years.
	Operating Subsidies	Mobile Medical Unit	Ampla			24 months	-	45,000.00	Ampla Health Mobile Medical Unit to provide medical services.
<b>Subtotal - Non-Personnel Costs</b>							<b>\$ 644,000.00</b>	<b>\$ 621,000.00</b>	
<b>ADMINISTRATIVE COSTS</b>									
	Administrative Costs	Supervisor	DESS	140,000.00	0.1	24 months	28,000.00	-	Supervision of Housing Navigator
	Administrative Costs	Analyst	DESS	140,000.00	0.1	24 months	-	28,000.00	Budget Oversight, Project Monitoring
	Administrative Costs	Program Manager	DESS	165,000.00	0.05	24 months	-	16,500.00	Supervision of Project Director
	Administrative Costs	Administrator	DESS	200,000.00	0.025	24 months	-	11,000.00	Project Oversight
	Administrative Costs	Director	DESS	312,000.00	0.025	24 months	-	16,000.00	Contract Execution, Authorized Signatory
<b>Subtotal - Administrative Costs</b>							<b>\$ 28,000.00</b>	<b>\$ 71,500.00</b>	
<b>TOTAL BUDGET</b>							<b>\$ 1,075,300.00</b>	<b>\$ 852,500.00</b>	

Superseded by Current Budget



February 14, 2023

Briana-Harvey-Butterfield, Housing and Homeless Administrator  
Butte County Department of Employment and Social Services  
205 Mira Loma Drive, Suite 50  
Oroville, CA 95965  
T: (530) 552-6202

**Subject: Encampment Resolution Funding-Round 2 (ERF-2-R)-Service Coordination**

**Letter of Support**

Prospect View Apartments-Permanent Supportive Housing  
145 Nelson Avenue, Oroville, CA 95965  
24 Units Designated for Eligible Homeless Persons

Dear Ms. Harvey-Butterfield:

Pacific West Communities, Inc. (PWC) and Northern Valley Catholic Social Service (NVCSS) support the Butte County Department of Employment and Social Services (DESS) application for Encampment Resolution Funding-Round 2 (ERF-2-R). We understand that one activity in your application will be to provide funds for Services Coordination to assist eligible homeless persons to secure permanent housing in your prioritized encampments.

PWC is in the process of completing the construction of Prospect View Apartments, a 40-unit, Permanent Supportive Housing complex in the City of Oroville. 1 unit is reserved for the onsite resident manager, 24 units will target homeless persons and will be made available for tenant referrals through ERF-2-R, and 15 units are dedicated to No Place Like Home eligible individuals. We anticipate beginning to rent these units in July 2023 and being completed within 60 days. The Housing Authority of the County of Butte (HACB) has awarded 39 Project-Based Vouchers for this project.

PWC has signed a Memorandum of Understanding (MOU) with NVCSS to provide social services to the units that will serve eligible homeless persons. Please find attached a copy of the signed MOU with a Supportive Service Plan for your reference. The ERF-2-R Services Coordination grant will be used for two years to support services provided by NVCSS.

All tenant referrals for Prospect View Apartments will come from our local Coordinated Entry System (CES). DESS Navigators will access a CES list that will be set up for the ERF-2-R grant participants for tenant referrals. BCDBH will access a general CES list for their NPLH tenant referrals.

We support your ERF-2-R application and are available if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Caleb Roope', with a stylized flourish at the end.

Caleb Roope, President & Chief Executive Officer  
Pacific West Communities, Inc.  
calebr@tpchousing.com

*Erna Friedeberg*

Erna Friedeberg, Executive Director,  
Northern Valley Catholic Social Service  
efriedeberg@nvcss.org

Attachments:

PCW and NVCSS Memorandum of Understanding with Supportive Service Plan (June 24, 2021)



**Memorandum of Understanding Regarding Provision of Social Service  
Prospect View Apartments  
24 units designated for homeless  
Oroville, CA**

The purpose of this Memorandum of Understanding is to demonstrate the commitment of **Northern Valley Catholic Social Service, Inc.** (“NVCSS”) to provide high quality social services designed to generate positive changes in the lives of residents residing in the above-referenced Affordable Housing Property (“Property”) as required by the California Tax Credit Allocation Committee (CTCAC).

**NVCSS has been providing social services since 1986** to low-income individuals and families living in affordable housing in our communities. Prospect View Apartments will contract with NVCSS to undertake the development, implementation, and administration of supportive social services for the residents of the Prospect View Apartments, and NVCSS will provide social services based on the following terms and conditions:

A. NVCSS shall act as the Social Service Provider for the Property Owner. The Property Owner shall make an agreement with NVCSS that shall confer onto NVCSS sufficient control over the administration of social services to ensure effective delivery of social programs to the residents at the Property. These social programs shall be designed to strengthen families and individuals, with a focus on life skills training, education and supportive services that meet the needs of the residents of the Property.

B. The **terms of the Agreement** between the Parties shall be as follows:

1. For the life of the Property Ownership, and in **no case less than 10 years**.
2. All social services shall be **provided to the residents at the housing site, on a regular, ongoing basis**.
3. All services and/or classes will be **provided to the tenants at no charge**.
4. For services rendered, NVCSS shall receive an **annual fee of \$50,000** paid in monthly installments of \$4,167 with a 3% COI agreed to annually by both parties.
5. Included in the fee will be a **petty cash fund of \$100 per month** available to NVCSS to facilitate programs, activities and social events.
6. The Property Owner shall provide to NVCSS accommodations to provide on-site services, including space, furniture, computers, supplies, a printer, and equipment.
7. NVCSS will comply with the social service requirements of CTCAC and is not responsible for requirements imposed by additional funding sources, unless otherwise agreed upon in writing.

C. NVCSS shall provide **Adult Educational Classes (5 points)** to the residents of the Property. These Service Programs will be designed to meet the specific needs of the residents.

**Adult Education instruction shall be no less than 84 hours per year.**

**On-site Adult Education classes may include, but not be limited to:**

- Workshops introducing computer skills in programs such as Word And Excel
- Job seeking skills, resume building, job retention, and networking with community resources to promote employment opportunities
- Coordination with service providers for budgeting, money management, and banking systems
- Safety classes including Neighborhood Watch, fraud awareness and prevention
- Disaster preparedness workshops and materials

D. NVCSS will provide a **Service Coordinator (5 points)** to coordinate activities and services for residents of the complex to promote long-term independent living and self-sufficiency:

**The Service Coordinator will support residents as follows:**

- Provide information to residents regarding community resources to support health, wellness, and independent living skills
- Advocate and support residents in their efforts to gain access to benefits, vocational opportunities, independent living skill building, and health and wellness information



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Cathy Wyatt, LCSW  
Executive Director, NVCSS



June 24, 2021

## **Prospect View Apartments Supportive Service Plan**

**Northern Valley Catholic Social Service, Inc. (“NVCSS”)** is committed to providing high quality social services designed to generate positive changes in the lives of 24 residents residing in Prospect View Apartments. NVCSS shall act as the Social Service Provider for no less than 10 years to enhance quality of life with a focus on life skills training, education and social services that meet the needs of the residents of the property. Residents will receive the services of an on-site Service Coordinator for no less than 20 hours per week.

### **Information Workshops**

**On-site Adult Education classes Adult Education instruction shall be no less than 84 hours per year.** Information, instruction, and education will be available to residents for Prospect View Apartments giving them information and guidance regarding local community services. Brochures, flyers, guest speakers, and NVCSS staff will be available to ensure all residents have adequate knowledge of resources available to them. The following illustrates a few of the instructional opportunities that will be available to the residents to assist each resident in leading a productive and self-sufficient life.

- Workshops introducing computer skills in programs such as Word And Excel
- Job seeking skills, resume building, job retention, and networking with community resources to promote employment opportunities
- Coordination with service providers for budgeting, money management, and banking systems
- Safety classes including Neighborhood Watch, fraud awareness and prevention
- Disaster preparedness workshops and materials

### **Linkages with Community Resources**

NVCSS will provide direct services through the social service program and local community organizations. NVCSS staff will provide information and guidance regarding the resources available to residents and assist each resident to the appropriate organization or agency. Such support may include, but not be limited to:

- Problem resolution and socialization
- Provide information to residents regarding community resources to support health, wellness, and independent living skills
- Nutrition and cooking information to promote healthy living
- Advocate and support residents in their efforts to gain access to benefits, vocational opportunities, independent living skill building, and health and wellness information
- Referrals and connection to counseling and advocacy, including assistance in accessing SSI and Medi-Cal benefits.

**Social Needs and Activities:**

Social events will be planned based on surveys and input from residents who assist in the coordination of the event. These activities combine to promote the sense of belonging and integration into the community of Prospect View Apartments. Activities and events may include but are not limited to:

- Games and informal gatherings
- Guest speakers from community organizations
- Christmas and holiday parties

Supportive services are most successful through open communication and frequent meetings with residents to ensure resident input and create positive changes that improve the quality of life for residents and the surrounding community. Strong partnerships between NVCSS staff and management enable residents to be aware and actively involved in management/resident decisions and activities.



**Department of Behavioral Health**

Scott Kennelly, LCSW, Director, Alcohol and Drug Administrator

3217 Cohasset Road  
Chico, California 95973

T: 530.891.2850

[buttecounty.net/behavioralhealth](http://buttecounty.net/behavioralhealth)

February 27, 2023

California Interagency Council on Homelessness

Encampment Resolution Funding Program, Round 2 Second Disbursement

To Whom It May Concern:

Butte County Behavioral Health (BCBH) is supporting the Butte County Department of Employment and Social Service (DESS) in their pursuit of the Encampment Resolution Funding, Round 2 Second Disbursement (ERF-2-R). DESS's ERF-2-R program is a participant centered program focused on moving individuals and families experiencing unsheltered homelessness in designated encampments into permanent housing.

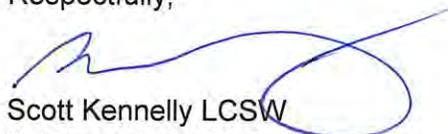
As a partner listed on this application, BCBH is committed to providing collaboration and support for DESS throughout the duration of the project. BCBH confirms the following:

- BCBH will offer mental health and substance use disorder services to individuals who need support on site if awarded.
- BCBH and DESS have worked collaboratively for several decades in relation to mutual clients who are low income or indigent and experience serious mental illness and/or substance abuse problems.
- BCBH and DESS currently have several MOUs in place that memorialize and operationalize their partnership efforts.
- BCBH has provided mental health and substance abuse services for Butte County residents since 1968. Many of the clients that suffer from mental illness are experiencing homelessness.

We do hereby commit to partner with applicant as described above.

For questions, please contact me at the phone number or email listed below.

Respectfully,



Scott Kennelly LCSW  
Behavioral Health Director  
(530) 552-4599  
[skennelly@buttecounty.net](mailto:skennelly@buttecounty.net)



**Department of Development Services**

Paula M. Daneluk AICP, Director  
Curtis Johnson, Assistant Director

7 County Center Drive  
Oroville, California 95965

T: 530.552.3700  
F: 530.538.7785

[buttecounty.net/dds](http://buttecounty.net/dds)

February 24, 2023

California Interagency Council on Homelessness

Re: Encampment Resolution Funding Program, Round 2 Second Disbursement

To Whom It May Concern:

Butte County Department of Development Services (DDS) is supporting the Butte County Department of Employment and Social Service (DESS) in their pursuit of the Encampment Resolution Funding Round 2, Second Disbursement (ERF-2-R). DESS's ERF-2-R program is a participant centered program focused on moving individuals and families experiencing unsheltered homelessness in designated encampments into permanent housing.

As a partner listed on this application, DDS is committed to providing collaboration and support for DESS throughout the duration of the project. DDS and DESS have an ongoing relationship in which we assist our community members to access available resources to improve themselves and their situations. Examples of our continued commitment to this effort and process is listed below:

- We understand that this project serves to move individuals and families experiencing homelessness at designated encampments into permanent housing.
- DDS and DESS have worked collaboratively in relation to mutual clients who are low income or indigent and experience homelessness.
- DDS has been actively involved in the discussion and planning related to this application process.
- DDS and DESS will execute a Memorandum of Understanding specific to this ERF-2-R project.
- If ERF-2-R is awarded, DDS will provide, as part of the grant funded project, a Code Enforcement Officer to provide outreach and engagement with the project participants to enable greater connection to services.

We do hereby commit to continue partnering with DESS as described above.

Respectfully,

A handwritten signature in black ink that reads "Paula Daneluk".

Paula M. Daneluk, AICP  
Director



# BUTTE COUNTY PROBATION DEPARTMENT

Main Office  
42 County Center Drive  
Oroville, California 95965  
(530) 538-7661 Fax: (530) 538-6826

Juvenile Hall  
41 County Center Drive  
Oroville, California 95965  
(530) 538-7311



**AMY ASHER**  
Assistant Chief Probation Officer  
aasher@buttecounty.net

**MELISSA ROMERO**  
Chief Probation Officer  
mromero@buttecounty.net

**NINO PINOCCHIO**  
Juvenile Hall Superintendent  
npinocchio@buttecounty.net

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February 27, 2023  
California Interagency Council on Homelessness  
Encampment Resolution Funding Program, Round 2 Second Disbursement

To Whom It May Concern:

Butte County Probation (Probation) is supporting the Butte County Department of Employment and Social Service (DESS) in their pursuit of the Encampment Resolution Funding Program, Round 2 Second Disbursement (ERF-2-R). DESS's ERF-2-R program is a participant centered program focused on moving individuals and families experiencing unsheltered homelessness in designated encampments into permanent housing.

Probation and DESS have worked collaboratively for several decades in relation to mutual clients who are low income or experiencing homelessness. If DESS is awarded ERF-2-R, Probation is committed to providing collaboration and support throughout the duration of the project. Involvement in the project may include a variety of roles and/or functions pertaining to probationers.

We do hereby commit to partner with applicant as described above.

Respectfully,

Melissa Romero  
Chief Probation Officer  
(530) 552-4412  
mromero@buttecounty.net



KORY L. HONEA  
SHERIFF - CORONER

February 23, 2023

California Interagency Council on Homelessness  
Encampment Resolution Funding Program, Round 2 Second Disbursement

To Whom It May Concern:

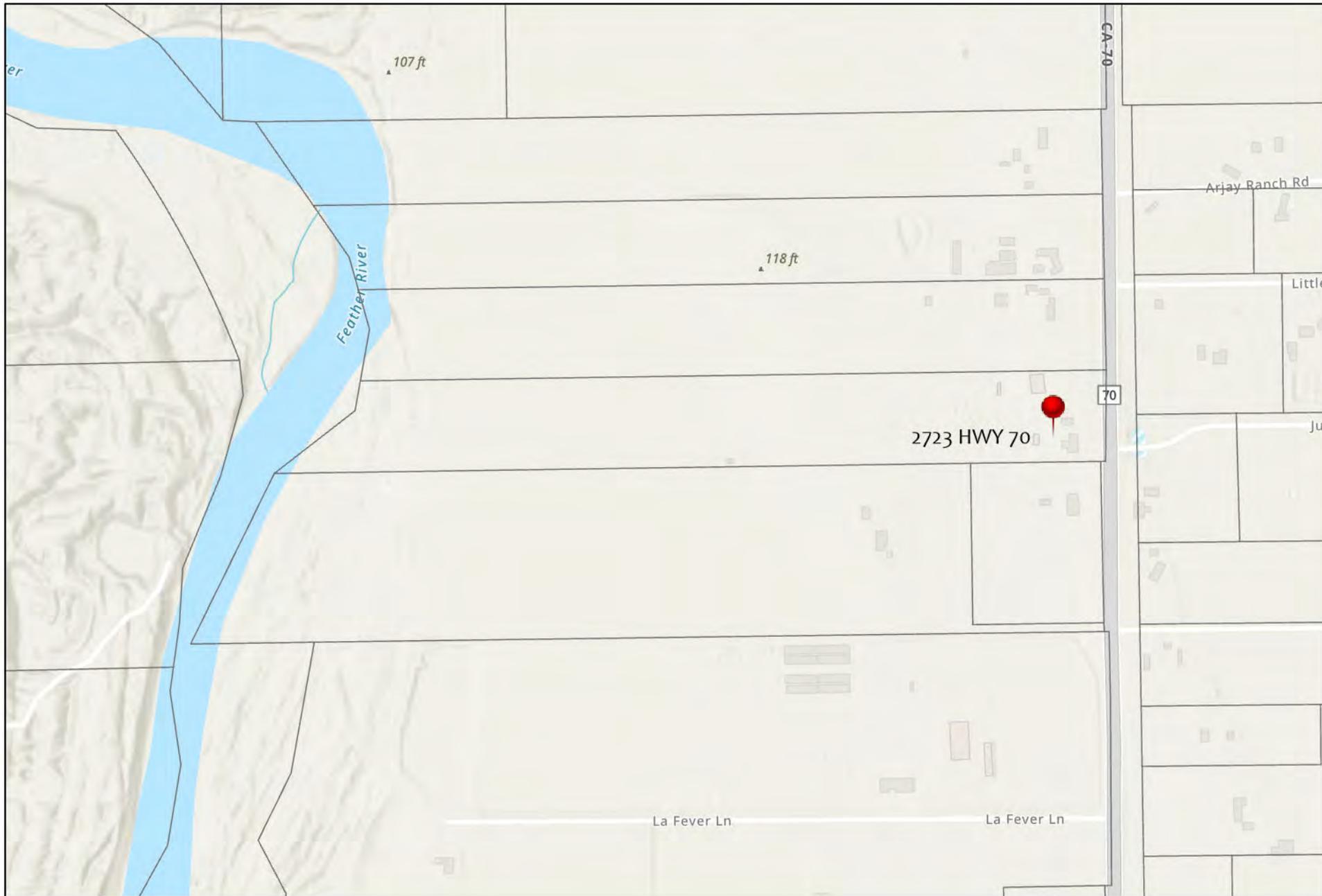
Butte County Sheriff's Office (BCSO) is supporting the Butte County Department of Employment and Social Service (DESS) in their pursuit of the Encampment Resolution Funding Program, Round 2 Second Disbursement (ERF-2-R). DESS's ERF-2-R program is a participant centered program focused on moving individuals and families experiencing unsheltered homelessness in designated encampments into permanent housing.

BCSO and DESS have worked collaboratively for several decades in relation to mutual clients who are low income or experiencing homelessness. If DESS is awarded ERF-2-R, BCSO is committed to providing collaboration and support throughout the duration of the project. Involvement in the project may include a variety of roles and/or functions pertaining to public safety.

We do hereby commit to partner with applicant as described above.

Best Regards,

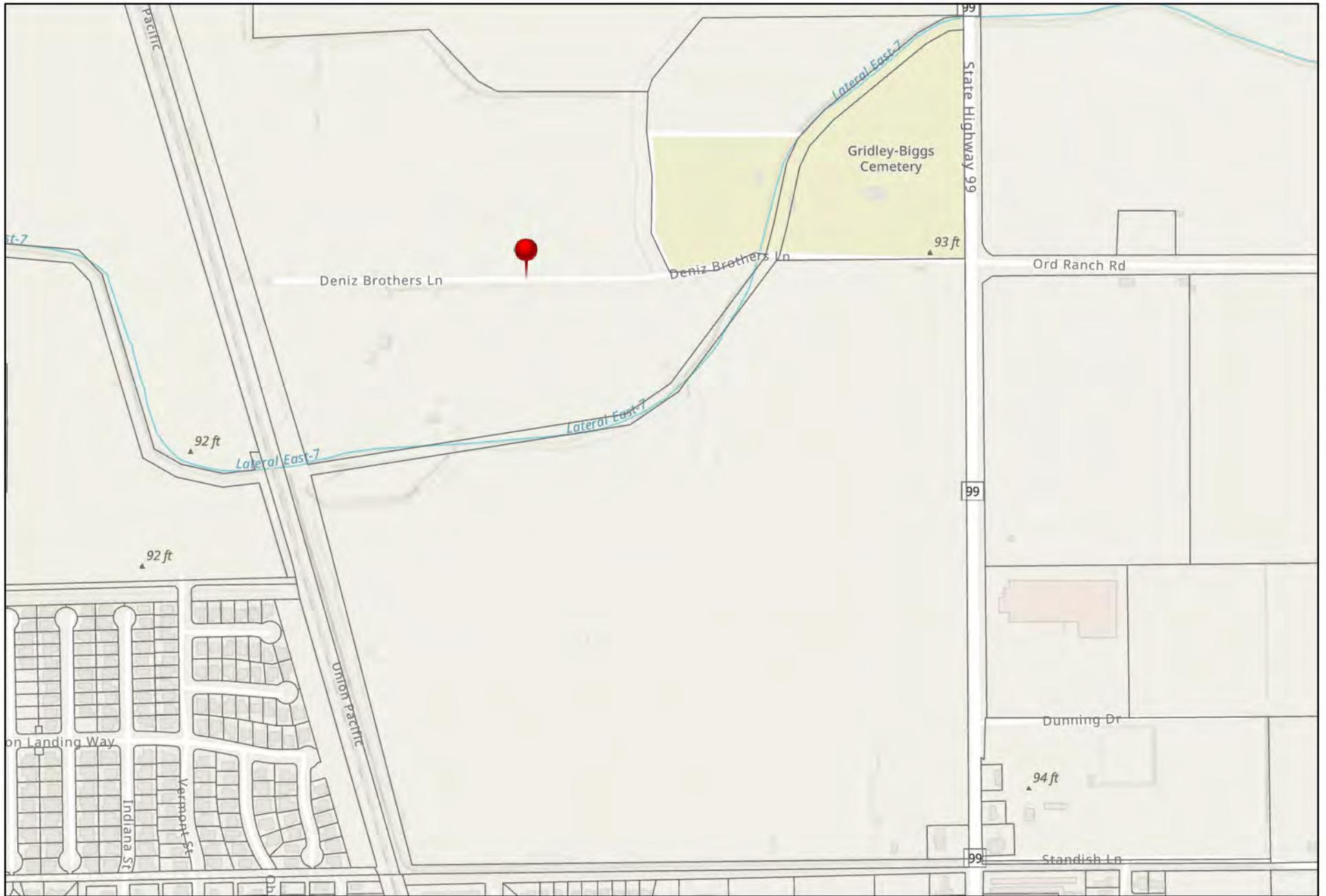
Kory Honea  
Sheriff - Coroner  
(530) 538-6759  
khonea@buttecounty.net



Legend for the map:

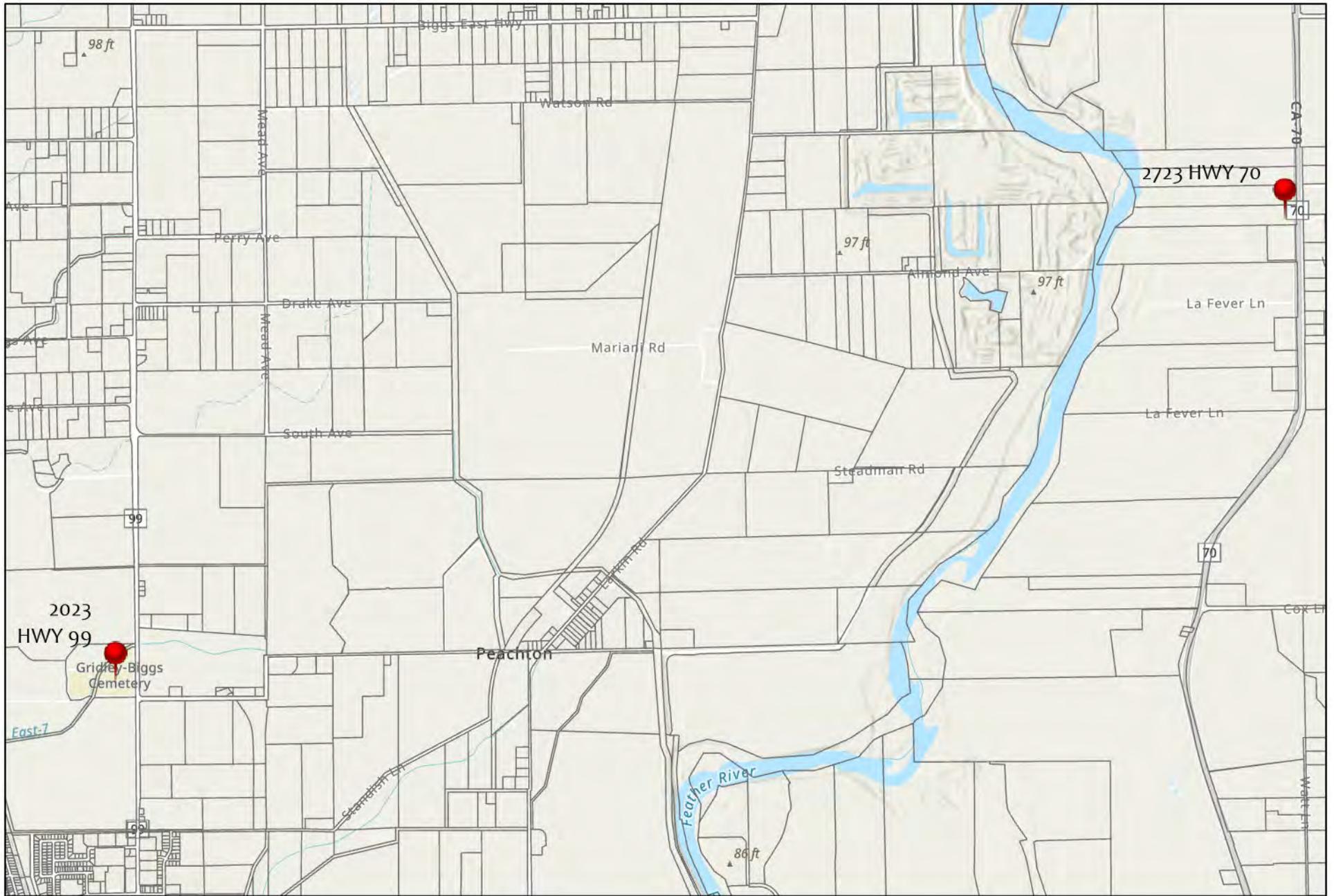
-  Address
-  Parcel



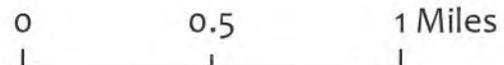


Parcel  Address





 Address
  parcel





**California  
Interagency Council  
on Homelessness**

# ERF Budget Change Request Form

## Introduction

**Please select from the list of jurisdictions**

Butte County

The selected jurisdiction is associated with the following ERF award(s). Select the award(s) for which you are submitting this budget change request:

**ERF-1 award in the amount of**

No

**ERF-2L award in the amount of**

No

**ERF-2R award in the amount of \$1,075,300.00**

Yes

*Please confirm the selections are accurate before proceeding in this form.*

## ERF-1 Budget Change Request

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

**If you would like this date to be retroactive, please explain why.**

N/A

**Are you requesting an expedited review?**

No

**Please explain why.**

**Provide a proposed budget below.**

## **New Proposed Budget for ERF-1 funds by Eligible Use Category**

**Direct Services and  
Housing Options**

**Capacity Building**

**Sustainable  
Outcomes**

**Administrative Costs**

*Activities to address immediate crisis needs and paths towards safe and stable housing for people living in encampments including, but not limited to, street outreach and engagement, housing and/or systems navigation, interim housing, and permanent housing.*

*Activities to enhance the systems carrying out the demonstration project including, but not limited to, service coordination efforts, establishing and strengthening cross-system partnerships, and workforce development including specialized training and contracting with providers of culturally specific interventions.*

*Activities and interventions to ensure sustained outcomes for the people served and to support sustained restoration of encampment sites to their intended or original state.*

*up to 5% of awarded Program funds may be applied to administrative costs.*

**New Proposed Budget**

**New Proposed Budget**

**New Proposed Budget**

**New Proposed Budget**

**Previously Approved Budget**

**Previously Approved Budget**

**Previously Approved Budget**

**Previously Approved Budget**

## **Budget Change Request Total**

**Total New Proposed Budget**  
0.00

**Total Previous Budget**  
0.00

## **Reason for the Request and Resulting Change**

What prompted the need for this change?

At the program level, what will change if this budget change request is approved?

Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?

Programmatically, what will be added, expanded, or augmented in the newly proposed budget?

## **ERF-2L Budget Change Request**

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

If you would like this date to be retroactive, please explain why.  
N/A

Are you requesting an expedited review?  
No

Please explain why.

Provide a proposed budget below.

## New Proposed Budget for ERF-2L funds by Eligible Use Category

<b>Direct Services and Housing Options</b>	<b>Capacity Building</b>	<b>Sustainable Outcomes</b>	<b>Administrative Costs</b>
<i>Activities to address immediate crisis needs and paths towards safe and stable housing for people living in encampments including, but not limited to, street outreach and engagement, housing and/or systems navigation, interim housing, and permanent housing.</i>	<i>Activities to enhance the systems carrying out the demonstration project including, but not limited to, service coordination efforts, establishing and strengthening cross-system partnerships, and workforce development including specialized training and contracting with providers of culturally specific interventions.</i>	<i>Activities and interventions to ensure sustained outcomes for the people served and to support sustained restoration of encampment sites to their intended or original state.</i>	<i>up to 5% of awarded Program funds may be applied to administrative costs.</i>
<b>New Proposed Budget</b>	<b>New Proposed Budget</b>	<b>New Proposed Budget</b>	<b>New Proposed Budget</b>
<b>Previously Approved Budget</b>	<b>Previously Approved Budget</b>	<b>Previously Approved Budget</b>	<b>Previously Approved Budget</b>

## Budget Change Request Total

**Total New Proposed Budget**  
0.00

**Total Previous Budget**  
0.00

## Reason for the Request and Resulting Change

What prompted the need for this change?

**At the program level, what will change if this budget change request is approved?**

**Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?**

**Programmatically, what will be added, expanded, or augmented in the newly proposed budget?**

**ERF-2R Budget Change Request**

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

10/30/2023

**If you would like this date to be retroactive, please explain why.**

N/A

**Are you requesting an expedited review?**

Yes

**Please explain why.**

An unexpected need has been discovered once the Outreach Team began working more closely with encampment residents. Between the submission of the application and the execution of the agreement, encampment residents are now being evicted from the property. Butte County proposes shifting funds from Rapid Rehousing to Interim Sheltering to provide hotel vouchers.

**Provide a proposed budget below.**

ERF Standardized Budget\_Butte County\_10.23.xlsx

**New Proposed Budget for ERF-2R funds by Eligible Use Category**

**Direct Services and Housing Options**

*Activities to address immediate crisis needs and paths towards safe and stable housing for people living in encampments including, but not limited to, street outreach and engagement, housing and/or systems navigation, interim*

**Capacity Building**

*Activities to enhance the systems carrying out the demonstration project including, but not limited to, service coordination efforts, establishing and strengthening cross-system partnerships, and workforce development including specialized training and contracting*

**Sustainable Outcomes**

*Activities to enhance the systems carrying out the demonstration project including, but not limited to, service coordination efforts, establishing and strengthening cross-system partnerships, and workforce development including specialized training and contracting*

**Administrative Costs**

*up to 5% of awarded Program funds may be applied to administrative costs.*

*housing, and permanent housing.*

*with providers of culturally specific interventions.*

*with providers of culturally specific interventions.*

**New Proposed Budget**  
\$1,047,300.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$28,000.00

**Previously Approved Budget**  
\$1,047,300.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$28,000.00

## Budget Change Request Total

**Total New Proposed Budget**  
1,075,300.00

**Total Previous Budget**  
1,075,300.00

## Reason for the Request and Resulting Change

### What prompted the need for this change?

Between ERF-2-R application and grant agreement execution, an unmet need was discovered. The property owners of the two identified encampments are now unexpectedly evicting encampment residents. In order to provide temporary housing and maintain connection with program participants, Butte County is proposing shifting funds to allow for payment of hotel stays for participants.

### At the program level, what will change if this budget change request is approved?

#### Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?

\$50,000 in funds will be reduced from Rapid Rehousing, specifically move-in costs. Programmatically, this may reduce the length of time the program may assist with ongoing rent subsidies, however, case management and leveraging of other funds to provide this service remains.

#### Programmatically, what will be added, expanded, or augmented in the newly proposed budget?

The shifting of funds to allow for non-congregate emergency sheltering will allow for participants to be able to shelter while waiting for available housing. The location of the PBVs will not be available until December 2023 and any other permanent housing options take time to secure as the Outreach Team coordinates with program participants to ensure they are move-in ready. This shift in funds will allow Butte County to better serve program participants and provide temporary housing as rainy and cold weather sets in.

## Certify and Submit

Please provide any additional comments

**Title**

Program Manager, Housing and Homeless

**Name**

Erin Murray

**Phone**

(530) 552-6208

**Email**

[emurray@buttecounty.net](mailto:emurray@buttecounty.net)

# ERF-2-R Budget Change Request Form

## Budget Change Request

### Change Request Form

Please answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans. Generally, the effective date **for an approved change** is the date this form is submitted, however, in unique circumstances, Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

12.15.23

**If you would like this date to be retroactive, please explain why.**

A prior budget revision was completed shifting RRH funds to Interim Housing as the construction completion of the permanent housing location had been delayed. Move-in dates have been delayed once more to early February.

**Are you requesting an expedited review?**

No

**Please explain why.**

## New Proposed Budget for ERF-2-R Funds by Eligible Use Category

### Rapid Rehousing

**New Proposed Budget**

\$282,000.00

**Previously Approved Budget**

\$382,000.00

### Operating Subsidies

**New Proposed Budget**

**Previously Approved Budget**

### Street Outreach

**New Proposed Budget**

\$22,000.00

**Previously Approved Budget**

\$22,000.00

### Services Coordination

**New Proposed Budget**

\$573,300.00

**Previously Approved Budget**

\$573,300.00

### Systems Support

**New Proposed Budget**

**Previously Approved Budget**

## **Delivery of Permanent Housing**

**New Proposed Budget**

**Previously Approved Budget**

## **Prevention and Shelter Diversion**

**New Proposed Budget**

**Previously Approved Budget**

## **Interim Sheltering**

**New Proposed Budget**

\$170,000.00

**Previously Approved Budget**

\$70,000.00

## **Improvements to Existing Emergency Shelters**

**New Proposed Budget**

**Previously Approved Budget**

## **Administrative Costs**

**New Proposed Budget**

\$28,000.00

**Previously Approved Budget**

\$28,000.00

## **Budget Change Request Total**

**Total New Proposed Budget**

1,075,300.00

**Total Previous Budget**

1,075,300.00

## **Reason for the Request and Resulting Change**

**What prompted the need for this change?**

A prior budget revision was completed shifting RRH funds to Interim Housing as the construction completion of the permanent housing location had been delayed. Move-in dates have been delayed once more to early February. Butte County continues to ensure that program participants have shelter while awaiting moving into permanent housing.

**At the program level, what will change if this budget change request is approved?**

**Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?**

Rapid Rehousing funds are being reduced to offset the shift to Interim Housing. The longer it takes participants to get into permanent housing, the less funds will be needed to assist with rental subsidies.

**Programmatically, what will be added, expanded, or augmented in the newly proposed budget?**

Program participants will be able to continue being sheltered while awaiting moving into permanent housing.



California  
Interagency Council  
on Homelessness

## ERF Budget Change Request Form

This budget change request was submitted  
on 4/25/2024 6:58 PM

### Introduction

Please select from the list of jurisdictions

Butte County

The selected jurisdiction is associated with the following ERF award(s). Select the award(s) for which you are submitting this budget change request:

**ERF-2R award in the amount of \$1,075,300.00**

Yes

*Please confirm the selections are accurate before proceeding in this form.*

### ERF-2R Budget Change Request

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

2/11/2024

**If you would like this date to be retroactive, please explain why.**

A prior budget revision was completed shifting RRH funds to Interim Housing as the construction completion of the permanent housing location had been delayed. Move-in officially took place in February 2024, however all the budgeted funds had been expended by that time.

**Are you requesting an expedited review?**

No

**Provide a proposed budget below.**

ERF Standardized Budget\_Butte County\_04.24.xlsx

### New Proposed Budget for ERF-2R funds by Eligible Use Category

Rapid Rehousing

Operating Subsidies

Street Outreach

Services

**Coordination**

*Rapid rehousing, including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.*

*Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.*

*Street outreach to assist eligible persons to access crisis services, interim housing options, and permanent housing and services.*

*Services coordination, which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.*

**New Proposed Budget**  
\$133,000.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$14,300.00

**New Proposed Budget**  
\$600,000.00

**Previously Approved Budget**  
\$282,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$22,000.00

**Previously Approved Budget**  
\$573,300.00

**Systems Support**

**Delivery of Permanent Housing**

**Prevention and Shelter Diversion**

**Interim Sheltering**

*Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.*

*Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.*

*Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.*

*Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$300,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$170,000.00

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**Improvements to Existing Emergency Shelters**

*Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.*

**Administrative Costs**

*Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$28,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$28,000.00

**Budget Change Request Total**

**Total New Proposed Budget**  
1,075,300.00

**Total Previous Budget**  
1,075,300.00

**Reason for the Request and Resulting Change**

**What prompted the need for this change?**

Butte County was able to successfully permanently house program participants, however many still remain at the hotel needing services. The County is asking that funds be shifted in order to support ongoing services and an expansion of services outlined below.

**At the program level, what will change if this budget change request is approved?**

**Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?**

No services are eliminated within the project.

Street Outreach costs are reduced, due to the fact

**Programmatically, what will be added, expanded, or augmented in the newly proposed budget?**

Services Coordination and Interim Sheltering Costs are increased. Throughout implementation of the grant, the need for extra services have been identified. The original contract with long-term case

that County vehicles are being utilized a majority of the time and costs are significantly less than originally anticipated. Rapid Rehousing funds are also being reduced in order to support longer stays at the hotel. This shift will not impact the amount of service that is provided to program participants, only the amount of time rental assistance is provided. As the grant period continues, more funds are needed to keep participants sheltered as they continue working with staff and less will be utilized for rental assistance.

management at the project-based voucher site has been increased as more time is needed to help participants become comfortable in their new homes. The program has also been expanded in order to provide mobile showers and bathroom for those still residing at the encampments.

The costs of interim housing is significant as participants' stays continue. Those still staying at the hotel are receiving continued case management and housing navigation to work toward moving into permanent housing.

## **Certify and Submit**

### **Please provide any additional comments**

The program participants served through this grant are an incredibly dynamic group. The County is working to be adaptive and provide for the needs of participants in an appropriate manner.

### **Title**

Program Manager, Housing and Homeless

### **Name**

Erin Murray

### **Phone**

(530) 552-6208

### **Email**

emurray@buttecounty.net

**[Form.Introduction.JurisdictionAndContractSelection.PleaseSelectYourJurisdiction.JurisdictionSelection] certifies that all information included in this form is true and accurate to the best of their knowledge.**

Yes



**California  
Interagency Council  
on Homelessness**

## **ERF Budget Change Request Form**

**This budget change request was submitted  
on 7/16/2024 6:05 PM**

### **Introduction**

**Please select from the list of jurisdictions**

Butte County

The selected jurisdiction is associated with the following ERF award(s). Select the award(s) for which you are submitting this budget change request:

**ERF-2R award in the amount of \$1,075,300.00**

Yes

*Please confirm the selections are accurate before proceeding in this form.*

### **ERF-2R Budget Change Request**

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

**What date are you requesting that the revised budget be effective?**

8/1/2024

**If you would like this date to be retroactive, please explain why.**

N/A

**Are you requesting an expedited review?**

No

**Provide a proposed budget below.**

ERF Butte County Proposed Budget.xlsx

### **New Proposed Budget for ERF-2R funds by Eligible Use Category**

**Rapid Rehousing**

**Operating Subsidies**

**Street Outreach**

**Services  
Coordination**

*Rapid rehousing, including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.*

*Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.*

*Street outreach to assist eligible persons to access crisis services, interim housing options, and permanent housing and services.*

*Services coordination, which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.*

**New Proposed Budget**  
\$133,000.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$20,000.00

**New Proposed Budget**  
\$544,300.00

**Previously Approved Budget**  
\$133,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$14,300.00

**Previously Approved Budget**  
\$600,000.00

**Systems Support**

**Delivery of Permanent Housing**

**Prevention and Shelter Diversion**

**Interim Sheltering**

*Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.*

*Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.*

*Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.*

*Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$350,000.00

**Previously Approved Budget**

**Previously Approved Budget**

**Previously Approved Budget**

**Previously Approved Budget**

\$0.00

\$0.00

\$0.00

\$300,000.00

**Improvements to Existing Emergency Shelters**

*Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.*

**Administrative Costs**

*Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$28,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$28,000.00

**Budget Change Request Total**

**Total New Proposed Budget**  
1,075,300.00

**Total Previous Budget**  
1,075,300.00

**Reason for the Request and Resulting Change**

**What prompted the need for this change?**

Shifting funds from Services Coordination due to reduced activity from encampment clearances, reallocating them to boost Street Outreach and Interim Sheltering. This aims to enhance support for unsheltered clients by meeting their basic needs and utilizing motels to house them safely during the summer heatwave.

**At the program level, what will change if this budget change request is approved?**

**Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?**

There will be a slight decrease in the Services Coordination due to the coordination with partner agencies slowing down due to the slowing down of numbers of unsheltered individuals.

**Programmatically, what will be added, expanded, or augmented in the newly proposed budget?**

Recently, Public Health joined due to a Shigella outbreak in certain Butte County encampments, highlighting their crucial role in the project. Their expertise will be integral during Street Outreach activities; therefore, will be bringing them on as part of the Services Coordination.

Street Outreach efforts will increase to support unsheltered individuals in encampments, including providing essential items like hygiene kits, snacks, and water.

Interim Sheltering will also increase to ensure safe accommodations for unsheltered individuals and support ongoing Services Coordination efforts. Given California's severe summer heatwave, utilizing motels is essential for ensuring individuals' safety and well-being.

## **Certify and Submit**

### **Please provide any additional comments**

As we continue learning and navigating through this grant-funded program, our focus remains on enhancing services for the unsheltered population, ensuring efficient direct-client support, and integrating new partners and their expertise. The flexibility afforded by the ERF grant enables us to adapt swiftly to meet evolving demands and improve our outreach efforts.

### **Title**

Health and Human Services Program Analyst III

### **Name**

Wendy Lo

### **Phone**

(530) 552-6058

### **Email**

wlo@buttecounty.net

**[Form.Introduction.JurisdictionAndContractSelection.PleaseSelectYourJurisdiction.JurisdictionSelection] certifies that all information included in this form is true and accurate to the best of their knowledge.**

Yes



California Department of  
**Housing and Community  
Development**

## ERF Budget Change Request Form

**This budget change request was submitted  
on 10/28/2025 4:39 PM**

### Introduction

Please select the ERF Round for which you are submitting this budget change request:  
ERF-2R

### ERF-2R Budget Change Request

Select the ERF-2R Funded Encampment  
Butte County — Cemetery and Barn

Answer all of the questions below. Responses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances HPD Homelessness Grants will consider approving retroactive effective dates.

**What date are you requesting that the revised budget be effective?**  
11/1/2025

**If you would like this date to be retroactive, please explain why.**  
N/A

**Are you requesting an expedited review?**  
No

**Provide a proposed budget below.**  
251031 ERF Standardized Budget Butte County.xlsx

### **New Proposed Budget for ERF-2R funds by Eligible Use Category**

<b>Rapid Rehousing</b>	<b>Operating Subsidies</b>	<b>Street Outreach</b>	<b>Services Coordination</b>
<i>Rapid rehousing,</i>	<i>Operating subsidies in</i>	<i>Street outreach to assist</i>	<i>Services coordination,</i>

*including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.*

*new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.*

*eligible persons to access crisis services, interim housing options, and permanent housing and services.*

*which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.*

**New Proposed Budget**  
\$149,926.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$20,000.00

**New Proposed Budget**  
\$544,300.00

**Previously Approved Budget**  
\$133,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$20,000.00

**Previously Approved Budget**  
\$544,300.00

**Systems Support**

**Delivery of Permanent Housing**

**Prevention and Shelter Diversion**

**Interim Sheltering**

*Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.*

*Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.*

*Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.*

*Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$333,074.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$350,000.00

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**Improvements to Existing Emergency Shelters**

*Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.*

**Administrative Costs**

*Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.*

**New Proposed Budget**  
\$0.00

**New Proposed Budget**  
\$28,000.00

**Previously Approved Budget**  
\$0.00

**Previously Approved Budget**  
\$28,000.00

**Budget Change Request Total**

**Total New Proposed Budget**  
1,075,300.00

**Total Previous Budget**  
1,075,300.00

**Reason for the Request and Resulting Change****What prompted the need for this change?**

There is a growing need for rapid rehousing services as more program participants seek stable shelter, while permanent supportive housing options remain unavailable due to long waitlists. With the extension of the ERF-2 grant, community partners will have more time to assist program participants in navigating housing options, and providing essential support, helping individuals secure housing and work toward longer-term stability.

**At the program level, what will change if this budget change request is approved?****Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?**

The total expenditures for Interim Shelter during FY 2024-25 Q4 and FY 2025-26 Q1 were adjusted following a reconciliation of charges and reimbursements from the vendor. No services will be negatively impacted; instead, the proposed budget will augment Rapid Rehousing activities by reallocating remaining funds from the Interim Shelter category to address the growing need for housing assistance and promote longer-term housing stability through the extended ERF-2 grant period.

**Programmatically, what will be added, expanded, or augmented in the newly proposed budget?**

The proposed budget expands rapid rehousing services to meet growing housing needs to enhance

support for program participants in securing and maintaining stable housing.

## **Certify and Submit**

**Please provide any additional comments**

N/A

**Title**

Health and Human Services Program Analyst III

**Name**

Wendy Lo

**Phone**

(530) 552-6058

**Email**

wlo@buttecounty.net

**certifies that all information included in this form is true and accurate to the best of their knowledge.**

Yes

	ELIGIBLE USE CATEGORY	-5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-3-R	LEVERAGED	-2 SENTENCE DESCRIPTION				
				SALARY	FTE	MONTHS	PROPOSED BUDGET	FISCAL SUPPORT					
Guidance and Intended Use	This budget template may be slightly modified to meet local needs. If awarded funding, this budget, once approved, will serve as your community's official project budget. Any future changes to this budget must be authorized through the change request process.	Use dropdowns. See NOFA, III. A.	Enables CalTCH to immediately understand the line item.	Enables CalTCH to associate the line item with specific entities or parts of a proposal.				Only ERF-3-R Funds	Non ERF-3-R Funds That WILL be Used to Support this Proposal	Enables CalTCH to better understand the line item, context, and / or other pertinent information related to the proposed line item.			
					<b>PERSONNEL COSTS</b>								
					Services Coordination	Housing Navigator	Butte County Department of Employment and Social Services (DESS)	\$108,000.00	1.00	24	216,000.00	\$0	Provide encampment residents housing navigation support and access to resources.
					Services Coordination	Code Enforcement Officer	Department of Development Services (DDS)	\$93,650.00	1.00	18	89,300.00	\$0	Coordinate encampment clean-up
Services Coordination	Public Health Staff	Department of Public Health (DPH)	\$105,000	1.00	18	5,000.00	\$0	Coordinate and educate sanitation prevention					
Services Coordination	Outreach Team	Multiple Departments (DESS, DDS, DPH, DBH)	\$0	0.00	12	-	50,000.00	Collaborate to provide outreach and coordination					
Services Coordination	Counselor/SUD	Butte County Department of Behavioral Health (DBH)	\$0	0.50	24	-	\$110,000	Provide mental health counseling and substance use disorder services.					
<b>Subtotal - Personnel Costs</b>						<b>\$ 310,300.00</b>	<b>\$160,000.00</b>						
<b>NON-PERSONNEL COSTS</b>													
Rapid Rehousing	Move-In Assistance and Transitional Housing	DESS	Varies	Varies	18	\$149,926	\$0	Provide move-in costs, household items, furnishings, moving costs, storage fees.					
Services Coordination	Participant and Team Transport	DESS/DDS	Varies	Varies	As Needed	\$10,000	\$0	Provide client transportation to medical appointments and other housing related					
Street Outreach	Outreach Supplies	DESS	Varies	Varies	As Needed	\$20,000	\$0	To provide necessary supplies to encampment residents, i.e. weather appropriate attire.					
Interim Sheltering	Hotel Vouchers	DESS	Varies	Varies	18	\$333,074	\$0	To provide hotel vouchers for non-congregate sheltering of encampment residents.					
Services Coordination	Case Management Services/Other Support Services	Northern Valley Catholic Social Services (NVCSS)/Oroville Southside	Varies	Varies	24	\$224,000	\$0	NVCSS to provide ongoing case management to Prospect View residents and for OSCIA					
Delivery of Permanent Housing	Project Based Vouchers	Pacific West Properties	24.00	\$1,000	24	\$0	\$576,000	Vouchers for Prospect View over 2 years.					
Operating Subsidies	Mobile Medical Unit (MMU)	Ampla Health			24	\$0	\$45,000	Ampla Health to operate the MMU to provide medical services.					
<b>Subtotal - Non-Personnel Costs</b>						<b>\$737,000</b>	<b>\$621,000.00</b>						
<b>ADMINISTRATIVE COSTS</b>													
Administrative Costs	Supervisor	DESS	\$140,000.00	0.10	24	28,000.00	-	Supervision of Housing Navigator					
Administrative Costs	Management	DESS	\$817,000.00	0.20	24	-	71,500.00	Support partial salary for Program Analyst - budget oversight, project monitoring; Program					
<b>Subtotal - Administrative Costs</b>						<b>\$ 28,000.00</b>	<b>\$ 71,500.00</b>						
<b>TOTAL BUDGET</b>						<b>\$ 1,075,300.00</b>	<b>\$ 852,500.00</b>						