



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**November 2, 2021**

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**TOPIC:** HUD-VASH and FYI Special Fees Agreement with the Orange County United Way

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**AGENDA TITLE:**

Approve Appropriation Adjustments to Recognize Special Fees from the U.S. Department of Housing and Urban Development for the Veterans Affairs Support Housing (HUD-VASH) and Foster Youth to Independence (FYI) Programs (*Contingent upon approval of Housing Authority Item #3*)

**RECOMMENDED ACTION**

1. Approve an appropriation adjustment recognizing the HUD-VASH Special Fees award in the amount of \$84,017 in revenue account and appropriating the same amount to expenditure account. (*Requires five affirmative votes*)
2. Approve an appropriation adjustment recognizing the FYI Special Fees award in the amount of \$84,017 in revenue account and appropriating the same amount to expenditure account. (*Requires five affirmative votes*)

**DISCUSSION**

On March 24, 2021, HUD issued PIH Notice 2021-10 announcing Federal Fiscal Year (FFY) 2021 Funding Provision for the Housing Choice Voucher. This notice also included an application opportunity for the HUD's Special Fee Applications for the HUD-Veterans Affairs Support Housing Program (HUD-VASH) and Foster Youth to Independence (FYI) Program. The Housing Authority administers 280 HUD-VASH vouchers for homeless veterans and 46 FYI vouchers for foster youth. On May 7, 2021, the Housing Authority submitted an application for the HUD-VASH and FYI Special Fees, and on September 9 the Housing Authority received an award of \$84,017 in HUD-VASH Special Fees and \$84,017 in FYI Special Fees to provide housing stabilization services and supportive services (Exhibit 1).

The purpose of the HUD-VASH Special Fees is to support additional or extraordinary related administrative expenses incurred to increase lease-up success rates or decrease the time it takes for a homeless veteran to locate and move-in to a unit, such as landlord incentives, housing search assistance, unit holding fee, security deposit fee and application fee. This \$84,017 in administrative fee funding may be used by the Housing

Authority for administrative expenses and other eligible activities/expenses related to housing stabilization.

The purpose of the FYI Special Fees is to support necessary additional or extraordinary related administrative expenses incurred to achieve either of the following activities:

- 1) Full (100%) FYI voucher utilization; and
- 2) Increase access to the program for eligible youth.

With these one-time funds, staff is recommending approval of two agreements with the Orange County United Way's WelcomeHomeOC program to administer these funds on behalf of the Housing Authority (Exhibit 2 and 3). The WelcomeHomeOC program conducts extensive landlord outreach in the private market and provides landlord incentives to increase the availability of rental units and decrease the time involved in the search for an eligible and affordable unit for voucher holders. Their housing navigators connect landlords to clients through housing navigation services, and facilitates the lease-up process while ensuring wrap-around service case management services are in place afterwards for the tenants. The WelcomeHome OC program works with many homeless and nonprofit service providers to ensure clients have the case management and supportive services they need to keep them in their home.

In 2019, the Housing Authority entered into a similar partnership with the Orange County United Way to assist 25 foster youth find and lease-up affordable permanent housing with their FYI vouchers. The WelcomeHomeOC team leased up all 25 FYI individuals and families within a very short period of time. This success made our Housing Authority one of the first in the nation to reach 100% utilization with HUD's first allocation of FYI vouchers. The results were recognized by HUD's Los Angeles Field Office and staff were invited to share our results with other housing authorities across the State of California.

### **FISCAL IMPACT**

Approval of the appropriation adjustments will recognize \$168,034 in the Housing Authority Vouchers Admin revenue account (nos. 14018002-52006 and 14018002-52007) for estimated expenditure as follows:

<b>Fiscal Year</b>	<b>Accounting Unit-Account</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
FY 21-22 (Nov.-June)	14018760-62300	Housing Authority	Housing Authority Voucher Admin, Contract Services-Professional	\$ 97,268
FY 22-23 (July-June)	14018760-62300	Housing Authority	Housing Authority Voucher Admin, Contract Services-Professional	\$ 70,766
<b>Total Expenditure</b>				<b>\$168,034</b>

### **EXHIBIT(S)**

1. HUD Award Letter dated September 20, 2021

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Submitted By: Steven Mendoza, Assistant City Manager

Approved By: Kristine Ridge, City Manager