

**Agreement between the MODOC COUNTY HEALTH SERVICES and CALIFORNIA
INSTITUTE FOR BEHAVIORAL HEALTH SOLUTIONS (CIBHS)**

SERVICE REQUIREMENTS

I. SERVICE PROVIDER

Facility Name: California Institute for Behavioral Health Solutions
Street Address: 2125 19th Street – Second Floor
City and Zip Code: Sacramento, CA 95818
Contact: Shoshana Zatz – szatz@cibhs.org

II. SERVICE RECIPIENT

Name and Title: Stacy Sphar, Interim Director
Organization: Modoc County Health Services
Street Address: 441 N Main St
City and Zip Codes: Alturas, CA 96101

III. OVERVIEW

CIBHS proposes to provide Technical Assistance to Modoc County, resulting in the development and publication of a No Place Like Home (NPLH)-compliant Homeless Plan and Supportive Services Plan. Additionally, upon request CIBHS will work with Modoc County to prepare for, complete and submit an application to the Department of Housing and Community Development (HCD) for No Place Like Home Noncompetitive funding. Proposed Scope of Work: September 2019 – March 2020.

Scope of Work:

**California Institute for Behavioral Health Solutions – Proposal to Modoc County NPLH:
Sept 2019 will include:**

✓ Develop, launch, advertise, and analyze a community-wide stakeholder survey
CIBHS will prepare draft questions for a community-wide stakeholder survey and revise those questions based on feedback from Modoc County. CIBHS will launch the survey and provide instructions to community stakeholders on how to access and complete the survey. The survey will remain open for two weeks; CIBHS will advertise the survey at launch, one week after launch, and one day prior to closure of the survey period. CIBHS will close the survey at the end of the survey period and analyze the data collected.

✓ Prepare for, host, and summarize findings from 2-3 community stakeholder focus groups
Each focus group will be approximately 60 minutes in length and include approximately 10 participants. Prior to the scheduled focus groups, CIBHS will submit draft questions for each group to the County; questions will be designed to elicit participants' views, recommendations, and experiences related to homelessness in Modoc County. The County will have the opportunity to review, revise, and approve questions prior to the meetings.

The County will arrange meeting locations and will identify and invite appropriate stakeholders. Input will be solicited from the stakeholder groups stipulated in the NPLH regulations, including:

- People experiencing homelessness in Modoc County
- Housing and Homeless Service Providers
- Local Business
- Modoc County health and behavioral health providers
- Representatives of family caregivers of person living with serious mental illness
- Representatives from Modoc County schools
- Modoc County Behavioral Health Services staff
- Modoc County Board of Supervisors
- Local NAMI chapter
- Law enforcement and Probation

✓ ***Development and Publication of a NPLH-Compliant Homeless Plan***

Prior to drafting the Homeless Plan, CIBHS will research and review County data on homelessness, current resources and systems devoted to homelessness, and review of any work completed to date by Modoc County homeless providers or advocates. CIBHS will incorporate that data along with analysis of survey data and feedback from focus groups into the County's Homeless Plan which will include a report of findings on homelessness in Modoc County and recommendations for addressing those findings. Modoc County will have the opportunity to review a draft report prior to acceptance of the final version. If desired, CIBHS can present the report at an in-person meeting to facilitate County review of the findings. The final Homeless Plan will be published on the Modoc County website.

✓ ***Development and Publication of a Project-Specific NPLH-Compliant Supportive Services Plan.***

CIBHS will work with County Behavioral Health and other local supportive services providers to develop a project-specific supportive services plan that addresses the criteria and requirements detailed in the No Place Like Home guidelines. As required by the NPLH regulations, the Supportive Services Plan will adhere to Housing First principles, including:

- Access to or continued occupancy in housing cannot be conditioned on participation in services or on sobriety.
- Participation in supportive services by NPLH tenants must be voluntary.

✓ ***Complete and submit an application to the Department of Housing and Community Development (HCD) for No Place Like Home Noncompetitive funding***

CIBHS will work with the County to prepare for and complete a successful NPLH Noncompetitive Project Application. These activities may include:

- Provide community education and engagement strategies and materials to ensure the successful community understanding and acceptance of NPLH-funded activities, Permanent Supportive Housing and Housing First principles.
- Assist the County with the completion and successful submission of the NPLH Noncompetitive Project Application.

IV. Proposed Timeline

September 2019 - March 2020: Modoc County has identified a housing project and plans to apply for NPLH noncompetitive funding in January/February 2020. CIBHS will support preparation of the NPLH funding application, which will include development of the project-specific Supportive Services Plan and Strategic Plan for Addressing Homelessness in Modoc County.

September 23, 2019: CIBHS will provide draft survey questions and criteria for NPLH-required stakeholder groups who should complete the survey.

October 7, 2019: Survey launched in conjunction with onsite MHSA Stakeholder Engagement process. Survey will remain open until mid-November

November 5-6, 2019: Up to three onsite NPLH focus groups will be held as needed for stakeholders who prefer to discuss their views in-person or who are unable to complete the survey for any reason.

November 7-December 13, 2019: Phone interviews will be available for key stakeholders who prefer a conversation rather than completing the survey, but who are unable to join the scheduled focus group times.

January 13, 2020: CIBHS will submit a draft Strategic Plan for Addressing Homelessness in Modoc County, based on analysis of all survey/focus group data. Modoc County will have the opportunity to review the Plan and suggest revisions and/or edits.

February 3, 2020: Final Homelessness Plan submitted to Modoc County.

February - March 2020: CIBHS will complete a project-specific Supportive Services Plan that meets NPLH criteria, will support completion of the NPLH noncompetitive funding application, and will submit the application to the State Department of Housing and Community Development.

V. Cost Schedule

Cost Schedule: (fee breakdown by project stage)

Project Stage	Fee
Develop, launch, advertise, and analyze a communitywide stakeholder survey	\$5,000
Stakeholder Engagement Meetings with CIBHS Staff on site for two (2) full days: Prepare for, host, and summarize findings from up to three (3) community stakeholder focus groups as needed.	\$4,000
Data Analysis and Report Findings; Development and publication of the Homeless Plan	\$10,000
Development and publication of the Supportive Services Plan	\$7,000
Prepare for and complete application for NPLH Noncompetitive funding.	\$12,000
Total	\$38,000

VI. **Payment**

Flat fee for entire project: Up to \$38,000.00, inclusive of travel, materials, and preparation time.
Fee will be invoiced upon each deliverable's completion.

VII. **IN WITNESS WHEREOF, the parties have executed this agreement by their duly authorized representatives:**

California Institute for Behavioral Health
Solutions (CIBHS):



Percy Howard, III, LCSW
President & CEO

10-25-19
Date


Modoc County Health Services:



Stacy Sphar, Interim Director

11/25/19
Date

IN WITNESS WHEREOF, the parties have executed the approved Substance Services Agreement between the Modoc County Department of Health Services and California Institute For Behavioral Health Solution (CIBHS) on the date and year set forth below:

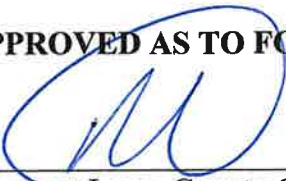


Kathie Rhoads, Chair
Modoc County Board of Supervisors



Date

APPROVED AS TO FORM:

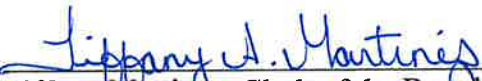


Margaret Long, County Counsel



Date

ATTEST:



Tiffany Martinez, Clerk of the Board



Date