

CALIFORNIA HEALTH FACILITIES FINANCING AUTHORITY



COMMUNITY SERVICES INFRASTRUCTURE GRANT PROGRAM

SECOND FUNDING ROUND APPLICATION TECHNICAL ASSISTANCE WEBINAR

OCTOBER 30, 2019



WELCOME AND INTRODUCTIONS

EXECUTIVE DIRECTOR

FRANK MOORE

DEPUTY EXECUTIVE DIRECTOR

CAROLYN ABOUBECHARA

PROGRAM MANAGER

SONDRA JACOBS

PROGRAM ANALYSTS

CORY MOUHASSEB, EMAN HARIRI, AND KRISTINA SHEEHAN



WEBINAR RESOURCES

For technical issues, contact GoToWebinar (GoToMeeting) at 1-800-263-6317 or <http://support.citrixonline.com/gotomeeting/>

The presentation slides, program regulations, and application are available in the Handouts section of your control panel.

Live captioning is available at <https://www.streamtext.net/player?event=CDIAC>



AGENDA FOR TODAY



- GENERAL INFORMATION
- HOW TO FILL OUT THE APPLICATION
- WHAT MAKES A GOOD APPLICATION
- TOOLS AND RESOURCES
- NEXT STEPS
- QUESTIONS
- CONTACT INFORMATION

GENERAL INFORMATION

- BACKGROUND AND OBJECTIVES
- APPLICANT ELIGIBILITY
- ELIGIBLE PROGRAMS
- GRANT AMOUNTS
- ELIGIBLE PROJECT COSTS
- HOW TO SUBMIT
- ITEMS TO NOTE

BACKGROUND AND OBJECTIVES

- **Senate Bill 843, Sec 52** (2016) intends to expand community alternatives to jail and prison through establishing a one-time competitive grant program, the Community Services Infrastructure (“CSI”) Grant Program
- \$65,813,000 is available to fund CSI Projects and in the first funding round, \$18,190,823.55 was awarded
- In June 2019, a second funding round was opened with approximately **\$47,600,000** remaining to fund CSI Grant Projects

BACKGROUND AND OBJECTIVES

7

■ **Target Population**

Justice Involved Individuals with mental health illness, substance use disorders, or who suffer from trauma

■ **Key Objectives**

- Create or expand mental health treatment, substance use disorder treatment, and trauma-centered service facilities in local communities
- Reduce the need for mental health treatment, substance use disorder treatment, and trauma-centered services in jails/prisons
- Expand access to jail/prison diversion programs and services in jails/prisons

APPLICANT ELIGIBILITY



The following are eligible to apply for the CSI Grant Program:

- A County
- Counties Applying Jointly

ELIGIBLE PROGRAMS



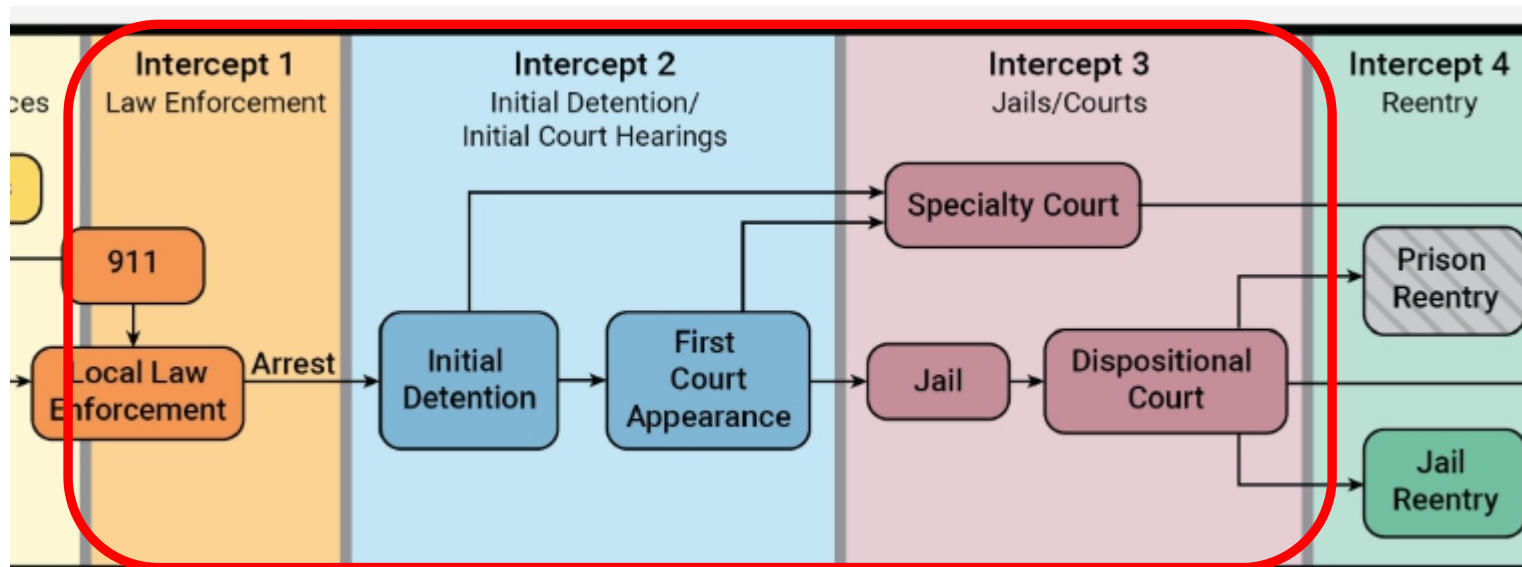
SB 843 does not restrict the types of Programs eligible for Grant funding.

Programs must:

- Divert Justice Involved Individuals from jails/prisons **and**
- Provide mental health treatment, substance use disorder treatment, and/or trauma-centered services

ELIGIBLE PROGRAMS

Programs that address Intercepts 1 through 3 of Substance Abuse and Mental Health Services Administration (SAMHSA) Sequential Intercept Model are eligible under the CSI Grant Program.



GRANT AMOUNTS

- In the first funding round, applicants were restricted to the maximum grant amounts per county population.
- Remaining funds after the first funding round are available in subsequent funding rounds without county maximums. Awards shall be granted on a statewide competitive basis.

**THERE ARE NO MAXIMUM GRANT AMOUNTS
IN THE 2ND FUNDING ROUND**

ELIGIBLE PROJECT COSTS

- Facility Acquisition
- Renovations
 - Includes project planning or project management, appraisals, inspections, pre-renovation costs (such as permit fees, surveying, architectural, and engineering fees) and hardscaping and/or landscaping (no more than 5% of total grant funding)
- Furnishings/Equipment
- Information Technology
 - Hardware and software (no more than 3% of total grant funding, may request more with written justification)
- 3 months of program start-up or expansion costs
 - Training, personnel salaries, and benefits

HOW TO SUBMIT

How to submit	Where to submit	What to submit
Mail or In Person	California Health Facilities Financing Authority Community Services Infrastructure Grant Program 915 Capitol Mall, Suite 435 Sacramento, California 95814	1 original & 2 copies of completed application
Email	chffa@treasurer.ca.gov	1 PDF attachment of completed application

- The Authority is not responsible for email transmittal delays or failures of any kind
- Incomplete and late applications will not be accepted for review

ITEMS TO NOTE

- Applications are due no later than **5:00 pm on December 2, 2019**
- One Application shall be submitted per Project site
- If a Project includes multiple Program components, only a single Application is required
- Applications with multiple Applicants shall designate one of the applicants as the Lead Grantee
- Projects must be completed and operational by June 30, 2022

HOW TO FILL OUT THE APPLICATION

- APPLICATION SECTIONS 1-5
- NARRATIVE REQUIREMENTS
- EVALUATION CRITERIA
- ATTACHMENTS A-C

APPLICATION SECTIONS 1-5



- Section 1: Summary Information
- Section 2: Additional Applicants and Service Providers
- Section 3: Summary of Funding Requested
- Section 4: County Grant Amounts Worksheet
- Section 5: Sources and Uses

Section-1: SUMMARY INFORMATION *Please type all responses.*

Grant amount Requested

Total Requested Grant Amount: \$ _____

Date Submitted: _____

DESIGNATED LEAD GRANTEE

1. APPLICANT INFORMATION

NAME OF APPLICANT: (County) _____		ENTITY TYPE: (Department, Agency, etc.) _____
ADDRESS: _____		CITY, STATE AND ZIP: _____
CONTACT INFORMATION		
FIRST AND LAST NAME: _____		TITLE: _____
ADDRESS: _____		CITY, STATE AND ZIP: _____
PHONE NUMBER: _____	FAX NUMBER: _____	EMAIL ADDRESS: _____

Project Title: _____

Project Brief Summary Description (*Limited to 20 words*): _____

County(ies) to be served: _____

Please select all Programs to be funded through the Grant, and insert number of beds and/or Program service capacity to be added by the proposed Project:

<input type="checkbox"/> Mental Health Treatment _____ beds/service capacity	<input type="checkbox"/> Substance Use Disorder Treatment _____ beds/service capacity	<input type="checkbox"/> Trauma-Centered Services _____ beds/service capacity
---	--	--

Purpose of Grant: *Check all applicable boxes*

<input type="checkbox"/> Facility acquisition	<input type="checkbox"/> Renovation	<input type="checkbox"/> Program startup or expansion costs
<input type="checkbox"/> Furnishings and/or Equipment	<input type="checkbox"/> Information technology	

A Project may contain multiple Programs

Eligible Project costs are listed in Section 7415 (a)(1)-(a)(5) of the regulations

First portion applies to Counties Applying Jointly.

Section-2: ADDITIONAL APPLICANTS AND SERVICE PROVIDERS Please fill out additional Applicants and service provider(s) contact information. *Please use space as needed. Copy page if more space is needed.*

1. CO-APPLICANT INFORMATION

NAME OF APPLICANT: (County)		ENTITY TYPE: (Department, Agency, etc.)
ADDRESS:		CITY, STATE AND ZIP:
CO-APPLICANT CONTACT INFORMATION		
FIRST AND LAST NAME:		TITLE:
ADDRESS:		CITY, STATE AND ZIP:
PHONE NUMBER:	FAX NUMBER:	EMAIL ADDRESS:

If selected, the second portion applies to the service provider(s) specified in Evaluation Criteria 4 (c).

Service Providers:

1. ORGANIZATION TO DELIVER SERVICES (IF KNOWN)

NAME OF ORGANIZATION:		ENTITY TYPE:
ADDRESS:		CITY, STATE AND ZIP:
CONTACT INFORMATION		
FIRST AND LAST NAME:		TITLE:
PHONE NUMBER:	FAX NUMBER:	EMAIL ADDRESS:

YES NO N/A Currently licensed and/or certified by the applicable state authority and in substantial compliance.

Section 3. SUMMARY OF FUNDING REQUESTED

Break down the requested CHFFA funding for each eligible cost category

ELIGIBLE COSTS	AMOUNT	
Facility Acquisition	\$	0.00
Renovation*	\$	0.00
Furnishings and/or Equipment	\$	0.00
Information Technology**	\$	0.00
Program Startup or Expansion Costs (up to three months)	\$	0.00
Total Requested Grant Amount	\$	0.00

*Hardscaping and/or landscaping costs essential to the completion of the Project may not exceed 5% of total Grant award.

**Information Technology hardware and software costs may not exceed 3% of total Grant award except when approved by the Authority and only upon submission of justification in Application narrative (evaluation criteria 4(e)(i)) that the additional information technology costs are necessary for the Project to achieve the desired goals and outcomes set forth in Section 7419(a)(3) of the regulations.

Section-4: COUNTY GRANT AMOUNTS WORKSHEET

COUNTY GRANT AMOUNTS WORKSHEET	
<p>Complete the worksheet below for each County listed as Lead Grantee and Co-Applicant(s) on Section-1 and Section-2.</p>	
<p>Applicants may apply for funding as set forth in Section 7418 of the regulations. Counties Applying Jointly, may at their discretion, apply for up to the sum of their respective maximum funding amounts, as applicable.</p>	
COUNTY NAME	FUNDING REQUESTED
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
█	\$ 0.00
TOTALS	\$ 0.00

Lead Grantee will be listed first, along with the amount of funding being requested

When applying jointly, the Co-Applicant(s) will be listed under the Lead Grantee, as well as their desired funding amounts

NARRATIVE REQUIREMENTS



The narrative portion of Application must satisfy the following requirements:

- Maximum of 20 pages
- 12 point, Arial or Times New Roman font
- 1” margins

EVALUATION CRITERIA

1. Project increases or expands **access** to and **capacity** for eligible community based treatment and service programs that offer relevant alternatives to incarceration – Maximum 25 points
2. Application demonstrates clear plan for a **continuum of care** and for **collaboration, integration, and linkage** with other departments or agencies – Maximum 15 points
3. Application identifies **key outcomes** and a plan for measuring them – Maximum 10 points
4. Project is, or will be, **Ready, Feasible, and Sustainable** – Maximum 50 points

EVALUATION CRITERIA 1

Project increases or expands **access** to and **capacity** for community mental health treatment, substance use disorder treatment, and/or trauma-centered services that offer relevant alternatives to incarceration – **Maximum 25 points**

- Project proposes new or expanded treatment and/or service facilities and identifies the Target Population(s) to be served such as Justice-Involved Individuals, who have mental illness, substance use disorder, or who are victims of trauma – Maximum 7 points
- Project meets the community need – Maximum 6 points
- Increases capacity for community based Jail Diversion Program(s) – Maximum 6 points
- Describes existing or proposed Jail Diversion plan, including intercepts – Maximum 6 points

EVALUATION CRITERIA 2

Application demonstrates clear plan for a **continuum of care**; and for **collaboration, integration, and linkage** with law enforcement, judicial systems, public health systems, behavioral health services, and social services – **Maximum 15 points**

- Fits within the continuum of care – Maximum 4 points
 - Shortcomings
 - Improvement

- How Target Population(s) will be retained in treatment and discharge plan, including care received once discharged from the program - Maximum 4 points

EVALUATION CRITERIA 2 (continued)

- Working relationships with Related Supports that enhance and expand community collaboration – Maximum 4 points
 - Expedite access
 - Improve wellness
- Identification of working relationships, supported by letters or Memoranda of Understanding from Related Supports identifying collaborative efforts – Maximum 3 points
 - Counties Applying Jointly shall provide evidence or a plan in place showing collaboration between counties for treatment and/or services across county lines

EVALUATION CRITERIA 3

Application identifies **key outcomes** and a plan for measuring them – **Maximum 10 points**

- Provide methodology, timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including:
 - Reduced number of individuals in jails and/or prisons, and reduced need for treatment and/or services in jails and/or prisons – Maximum 2 points
 - Individuals within the Target Populations(s) who utilize treatment and/or services – Maximum 2 points
 - Individuals who complete treatment and/or services – Maximum 2 points

EVALUATION CRITERIA 3 (continued)

- Provide timeline, and assignment of responsibility to measure and demonstrate outcomes of the Program, including:
 - Individuals who did not complete treatment and/or services and were returned to jail and/or prison – Maximum 2 points
 - Cost savings of the Programs compared to the cost of providing treatment and/or services in jails and/or prisons – Maximum 2 points

EVALUATION CRITERIA 4

Project is, or will be, **Ready, Feasible, and Sustainable** as follows: – **Maximum 50 points**

READINESS

- a. Detailed plan and timeline with steps needed to complete Project and demonstrate ability to be Ready, Feasible, and Sustainable within 12 months (if not available, need to provide anticipated time frame for the detailed plan) – Maximum 15 points
- b. Community outreach and engagement efforts – Maximum 7 points

EVALUATION CRITERIA 4 (continued)

READINESS

- c. Service provider selection – Maximum 8 points
 - A qualified service provider has been identified or a plan is in place for identifying one – Maximum 5 points
 - Service provider has at least 3 years experience working with the Target Population – Maximum 3 points

- d. For proposed Program(s), demonstrates certainty of state licensure/certification, if applicable – Required, but no points awarded

EVALUATION CRITERIA 4 (continued)

FEASIBILITY

- e. Total cost of Project, and sufficient funding sources or plan for acquiring them – Maximum 10 points
 - Line item of Project costs, including proposed use of Grant
 - Project leverages public and/or private funding sources, and current status of funding
 - Total uses of funds shall not exceed total funding sources

SUSTAINABILITY

- f. Provide the following – Maximum 10 points
 - Annual operating budget
 - Description of new Program funding sources and cash flow projections
 - Documentation showing approval of budget

ATTACHMENTS A-C



- Attachment A: Application Certification
- Attachment B: Legal Status Questionnaire for Counties
- Attachment C: CEQA Review

Attachment A

- Transfer this Certification language onto **official letterhead** and have the appropriate official sign and date
- If more than one county is applying, **each county** must submit an Application Certification to certify that all information in the joint Application is correct and true to the best of their knowledge

Application Certification:

I, (name of signatory), as (name of position), an authorized officer of (name of institution), certify that, to the best of my knowledge, the information contained in this application is true and correct to the best of my knowledge and belief, and I understand that any misrepresentation or material omissions may result in the cancellation of the Grant and other actions permitted by law and the Grant Agreement.

(Name of Institution) will cooperate in providing information and/or documentation, including at the time of site visits, to assist the Authority in consideration of the Application.

By (Print Name)

Signature

Title

Date

LEGAL STATUS QUESTIONNAIRE
FOR COUNTIES

- This form is a standard part of the Grant Application
- One must be completed for the Lead Grantee and for any Co-Applicants

1. Financial Viability

Disclose material information relating to any legal or regulatory proceeding or investigation in which the applicant/borrower/project sponsor is or has been a party and which might have a material impact on the financial viability of the project or the applicant/borrower/project sponsor. Such disclosures should include any parent, subsidiary, or affiliate of the applicant/borrower/project sponsor that is involved in the management, operation, or development of the project.

Response:

2. Fraud, Corruption, or Serious Harm

Disclose any civil, criminal, or regulatory action in which the applicant/borrower/project sponsor, or any current board members (not including volunteer board members of non-profit entities), partners, limited liability corporation members, senior officers, or senior management personnel has been named a defendant in such action in the past ten years involving fraud or corruption, matters related to employment conditions (including, but not limited to wage claims, discrimination, or harassment), or matters involving health and safety where there are allegations of serious harm to employees, the public or the environment.

Response:

Disclosures should include civil or criminal cases filed in state or federal court; civil or criminal investigations by local, state, or federal law enforcement authorities; and enforcement proceedings or investigations by local, state or federal regulatory agencies. The information provided must include relevant dates, the nature of the allegation(s), complaint or filing, and the outcome.

Attachment C

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) REVIEW

Instructions: Please provide the following exhibit for each Project site. This can be completed within 12 months of award, if not available at time of Application.

Grantees must submit documentation demonstrating compliance with Division 13 commencing with Section 21000 of the Public Resources Code (CEQA Requirements) for construction Projects.

If the Project is subject to CEQA Requirements, provide the appropriate documentation or justification for each Project:

- Notice of Determination Received (Attach Copy)
- Notice of Exemption Received (Attach Copy)
- Other documents evidencing compliance (e.g. permits, local authority approval documents, printed authorizations, OSHPD Plan Review status, etc.)
- Project is considered a Special Situation (see Title 14 California Code of Regulations, Sections 15180-15190) (Provide written justification of compliance with applicable section.)

Name of approving Agency: _____

Date approval given: _____

Complete if Project is subject to CEQA requirements

If Project is not subject to CEQA Requirements, provide a written justification using one of the following categories:

- Is not a Project as defined by CEQA Requirements (see Title 14 California Code of Regulations, Section 15378)
- Project is Statutorily Exempt (see Title 14 California Code of Regulations, Sections 15260-15285)
- Project is Categorically Exempt (see Title 14 California Code of Regulations, Sections 15300-15333)

Complete if Project is **NOT** subject to CEQA requirements

WHAT MAKES A GOOD APPLICATION

WHAT MAKES A GOOD APPLICATION



- Clearly define the target population to be served
- Clearly describe the key objective
- Clearly describe type of services that will provided on site
- Clearly explain how the target population will be referred to the program – including who can refer and at what point (intercept) in the process
- Be organized and provide clear descriptions about the project and its implementation

WHAT MAKES A GOOD APPLICATION



- Provide a clear plan for continuum of care
- Clearly address each criteria
- Provide detailed line item budgets
 - Familiarize yourself with the eligible expenses
 - Contact CHFFA with questions regarding eligible expenses
- Provide clear methodology on the project timeline
- Utilize the checklist in the back of the application to ensure completion of each section

TOOLS AND RESOURCES

- GRANT APPLICATION CHECKLIST
- CHFFA WEBSITE

- This checklist can be found at the back of the application
- It should be used to ensure you have completed all of the necessary sections and attachments

APPLICATION CHECKLIST

Make sure you have completed the following tasks:

- Used 12 point font such as Arial or Times New Roman in narrative sections (except footnotes and charts).
- Have 1 inch margins for narrative sections.
- Remained within 20 pages for the questions and answers to the narrative portion (Evaluation Criteria Narrative), identified in the Application.

Make sure you have submitted as part of the Application each of the following:

- Section-1 to Section-5
- Narrative for Criteria #1
- Criteria #2
 - Letters or Memoranda of Understanding from Related Supports as described in Criteria #2 (d) (required) and Criteria #2 (d) (i) (if applicable)
 - Narrative for Criteria #2
- Narrative for Criteria #3
- Criteria #4:
 - Renderings and/or floor plans of Project site as described in Criteria #4 (a) (ii)
 - Project renovation timeline with narrative as described in Criteria #4 (a) (iv) (if applicable)
 - Community outreach and engagement efforts as described in Criteria #4 (b) (i) or (ii)
 - Evidence that service provider has at least three years of experience working with the Target Population(s) as described in Criteria #4 (c) (ii)
 - Project budget with narrative as described in Criteria #4 (e) (i)-(iii)
 - Program operating budget with narrative as described in Criteria #4 (f)
 - Narrative for Criteria #4
- Attachment A - Application Certification Letter for all Applicants
- Attachment B - Legal Status Questionnaire for Counties
- Attachment C - California Environmental Quality Act (CEQA) Review for each project site (if applicable)

CHFFA WEBSITE

<http://www.treasurer.ca.gov/chffa/csi/csigp.asp>

The screenshot shows the top navigation bar of the CHFFA website. On the left is the California State Treasurer's Office logo. Next to it is the text "California State Treasurer Fiona Ma, CPA" with a small photo of Fiona Ma. To the right are links for "Home", "Open Government", "Careers", and "Contact". Below this is a search bar. A secondary navigation bar contains "Home", "CHFFA Home", "Contacts", and "Publications". The main content area features the CHFFA logo and the text "CALIFORNIA HEALTH FACILITIES FINANCING AUTHORITY". Below that is the title "Community Services Infrastructure (CSI) Grant Program" and a descriptive sentence: "Creates and expands community alternatives to incarceration in the form of mental health treatment, substance use disorder treatment, and trauma-centered services."

Contact Information

If you have any questions about the CSI Grant Program, please contact [CHFFA](#).

Quick Links

[Frequently Asked Questions \("FAQ"\) Revised March 2019](#)

[Statute, Regulations & Regulatory Actions](#)

[Sign Up to Receive CHFFA Information](#)

Connect With Us



Sign up for ListServ to stay connected

Program Description

Senate Bill 843 (2016), Section 52 established a competitive grant program to disburse funds for the purpose of creating and expanding community alternatives to incarceration. The CSI Grant Program intends to expand access to jail and prison diversion programs and services; create or expand mental health treatment facilities, substance use disorder treatment facilities, and trauma-centered service facilities in local communities; and reduce the need of mental health treatment, substance use disorder treatment, and trauma-centered services in jails and prisons. The 2017-2018 budget bill appropriated \$65,813,000 to fund capital projects under the Community Services Infrastructure Grant Program.

The grants from the California Health Facilities Financing Authority (CHFFA) will be disbursed to California counties to support acquiring and expanding facilities.

CHFFA accepted applications from California counties during the first funding round, which ended on April 30, 2019.

Second Funding Round Open (New June 3, 2019)

CHFFA is pleased to invite California counties to submit applications for the CSI Grant Program during the Second Funding Round. Counties may apply for funding without regard to maximum Grant amounts per county, subject to availability of funds, pursuant to Section 7418, subdivision (c) of the CSI Grant Program regulations. The deadline to apply during the Second Funding Round is **Friday, November 29, 2019 at 5:00 PM (Pacific Time)**.

- Community Services Infrastructure Grant Program Application, Form No. CHFFA 9 CSI-01 (09/2018)
 - [Microsoft Word Version \(fillable\)](#)
 - [PDF Version \(non-fillable\)](#)

Program Regulations (Effective May 28, 2019)

CHFFA has adopted emergency regulations for the CSI Grant Program that became effective November 26, 2018. Subsequently, OAL has approved a readoption of the regulations that became effective May 28, 2019, which allows the regulations to remain in effect for 90 additional days until the Certificate of Compliance is filed and approved by OAL.

- [Emergency Regulations](#)

Past Webinars

On **Thursday, December 13, 2018**, CHFFA provided an overview of the CSI Grant Program to assist applicants in the preparation of an application. Topics included eligibility, grant maximums, and the application process described in the program's statute and regulations.

- Webinar – Thursday, December 13, 2018
 - [Replay](#)
 - [Presentation Slides](#)

On **Wednesday, August 15, 2018**, CHFFA hosted a webinar with stakeholders to discuss proposed regulations for the new Community Services Infrastructure Grant Program.

- Webinar – Wednesday, August 15, 2018
 - [Replay](#)
 - [Presentation Slides](#)

For further questions, please email CHFFA@treasurer.ca.gov or call (916) 653-2799.

NEXT STEPS

NEXT STEPS



- Applications Due: **December 2, 2019 at 5:00 PM**
- Applications Evaluated and Scored
- Initial Allocation and Appeal Process
- CHFFA Board Approval
- Execution of Grant Agreement
- Grantee Next Steps Webinar

Q&A



CONTACT INFORMATION

Address	915 Capitol Mall, Room 435 Sacramento, CA 95814
Phone	(916) 653-2799
Email	CHFFA@TREASURER.CA.GOV