

CITY OF LONG BEACH MAYOR'S FUND TO END HOMELESSNESS

Holliday Helping Hands Needs Statement

Explain the scope of the proposed project, the gap need that the proposed project will support, how the proposed project will fill that need, and the projected number of people impacted.

HHH's staff works to eliminate any potential barriers that may prevent a resident moving from interim to permanent support housing. These barriers often involve a lack of resources by the resident for Relocation and Move-in Assistance. Moreover, these support services are not covered by existing program funding, but by revenue reserves. With 138 residents in our Long Beach program located at 1133 Atlantic Ave, additional support service funding is needed to help residents successfully transition to permanent supportive housing. Through a partnership with the Mayors Fund to End Homelessness, HHH will be able to assist at least five residents from our Long Beach site by underwriting up to \$2000 in relocation and move-in assistance. Eligible costs will be, but limited to, rent deposits, cleaning supplies, kitchenware, bedding, furniture, etc.

Include a short summary of your organization's history, current services provided to people experiencing homelessness, and your capacity to support the proposed project.

Holliday's Helping Hands was founded in 2018 with one house in South Los Angeles. That location provided interim housing for families and pregnant women experiencing homelessness and employed 10 HHH staff. Three years later, HHH serves individuals and families experiencing homelessness with 9 houses around Los Angeles County, plus one former hotel site. And we are still growing. In the Spring of 2021, HHH will begin work in cooperation with Rancho Los Amigos in Downey to provide recuperative care for 50 people experiencing homelessness. Over the past 3 years, we estimate that at least 70 families and individuals have found permanent housing.

In term of our capacity, HHH employs over 150 people who serve individuals and families experiencing homelessness with eight houses around Los Angeles County, including Long Beach, and one former hotel site. Currently, HHH's funding streams are through the Department of Health Services – Housing for Health (HfH and Office of Diversion and Reentry (ODR) programs. Funding streams also include Measure H, County General Funds, State General funds, Covid Relief Funds, and Emergency Solution Grant funding, Assembly Bill 109, Senate Bill 676 and Proposition 47.

Our capacity is 371 beds in seven locations: 135 Project Homekey recuperation level beds, 50 recuperative beds, 53 family beds, 41 women and children's beds, 60 diversion & reentry behavioral recuperative care, 32 diversion and reentry beds that serve homeless individuals referred from hospitals, jails and other institutions or from the streets who are vulnerable.

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Organization Name:	HHH Foundation	
Project Name:	Support Services	
Line Item	Amount Requested	Description
Staff Salaries		
Fringe Benefits		
Total personnel	\$0.00	
Move-in Assistance	\$7,000.00	Security and Rent Deposits
Relocation Assistance (i.e.. Furnishings)	\$3,000.00	Furnishings, Kitchen ware, etc.
Supportive Services		
Total Other Expenses	\$ 10,000.00	



Department of the Treasury
Internal Revenue Service
Tax Exempt and Government Entities
P.O. Box 2508
Cincinnati, OH 45201

HOLLIDAYS HELPING HANDS FOUNDATION
C/O KATINA HOLLIDAY
14608 VAN NESS AVE
GARDENA, CA 90249

Date:
02/26/2021
Employer ID number:
84-4400983
Person to contact:
Name: Customer Service
ID number: 31954
Telephone: (877) 829-5500
Accounting period ending:
December 31
Public charity status:
170(b)(1)(A)(vi)
Form 990 / 990-EZ / 990-N required:
Yes
Effective date of exemption:
December 30, 2019
Contribution deductibility:
Yes
Addendum applies:
No
DLN:
26053742001850

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin

Stephen A. Martin
Director, Exempt Organizations
Rulings and Agreements

Letter 947 (Rev. 2-2020)
Catalog Number 35152P



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CONTRACT INVOICE

Invoice Number: 66909
Invoice Date: 6/16/2022
Account Number: HH02-006
Balance Due: \$373.39

Bill To: Holliday Helping Hands
Gisela Vasquez
1133 Atlantic Avenue
Long Beach, CA 90813

Customer: Holliday Helping Hands
1133 Atlantic Avenue
Long Beach, CA 90813

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
HH02-006	Net 30	7/16/2022	\$ 373.39	\$ 373.39
Invoice Remarks				

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CN691-01	Niecy McFarland 562-588-9213	\$ 342.57		12/16/2020	12/15/2025
Contract Remarks					

Summary:

Contract base rate charge for the 6/16/2022 to 7/15/2022 billing period
Contract overage charge for the 5/16/2022 to 6/15/2022 overage period
**See overage details below

\$28.00
\$314.57 **

\$342.57

Detail:

Equipment included under this contract

Lexmark-/Lexmark XC4143

Number	Serial Number	Base Adj.	Location					
EQ1170	75280370G5FF0	\$0.00	Holliday Helping Hands 1133 Atlantic Avenue Long Beach, CA 90813					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	B\W	252,413	262,078	9,665	1,000	8,665	0.008900	\$77.12
Color	Color	31,412	34,080	2,668	0	2,668	0.089000	\$237.45
								\$314.57

Past due invoices will be subject to a late charge of 1.5% per month, with a minimum charge of \$5.00.

For billing, service or supply inquiries, contact Natasha at 714-674-7700 x14.

Invoice SubTotal	\$342.57
Tax:	\$30.82
Invoice Total	\$373.39
Balance Due:	\$373.39

MAYOR'S FUND TO END HOMELESSNESS

The City of Long Beach (City) works in collaboration with non-profit and other community partners to address the needs of those experiencing homelessness in our area. Through the City's model Continuum of Care system, sites such as the Multi-Service Center have been able to work together to assist individuals and families experiencing homelessness to achieve self-sufficiency. However, there is still much work to be done.

The Mayor's Fund to End Homelessness (Mayor's Fund) provides small grants to organizations in Long Beach that address significant service delivery needs that are not covered by existing funding and are not considered emergency needs. Donations to this fund could support a variety of critical needs, including:

- Relocation Assistance
- Shelter Services
- Transportation Assistance
- Critical infrastructure improvements and repairs
- Replacement of mission critical equipment
- Move-in Assistance
- Immediate shelter needs

The Mayor's Fund is financed by donations from residents, businesses and community organizations, with most funding coming from an annual campaign. Money disbursed from the Mayor's Fund must be used to benefit people experiencing homelessness in Long Beach.

All approved allocations are for single use only. Recurring funding is not available, but an organization can apply more than once. Allocations from the Mayor's Fund will only be granted to nonprofit or other community agencies serving people experiencing homelessness in the City.

Eligible Applicants:

- Must be a 501(c)(3) nonprofit organization or Long Beach based community group.
- Must have an address located within Long Beach.
- Must currently provide services to people experiencing homelessness in Long Beach.

Mayor's Fund Allocation Recipient Requirements:

- The Agency must submit monthly invoices for reimbursement and back-up documentation that supports the actual expenditures for the service activity allocated from the Mayor's Fund.
- For capital expenditures over \$10,000, HSAC reserves the right to request multiple bids

Mayor's Fund Allocation Process:

- To request funding, agencies must submit a proposal to the Homeless Services Advisory Committee (HSAC), which should include the following:
 - a. Legal name of the agency requesting the allocation
 - b. Agency's history of serving homeless populations in Long Beach, including services currently provided
 - c. Statement of need; for what exactly the money will be used (itemized)
 - d. A simple project budget with expenditures and requested funds
 - e. Amount requested and impact of one-time Mayor's Fund allocation (grants typically range from \$2,500 -\$10,000)

Proposals should be emailed to HomelessServices@longbeach.gov.

All proposals requesting Mayor's Fund allocations will be reviewed by HSAC and must be approved by the Long Beach City Council.

Funds to be disbursed using cost-based reimbursement and pending MOU execution between the submitting agency and the City via check from the City's agent within two weeks of approval. Upfront grant payments will be considered on an as-needed basis.



FUNDING APPLICATION MAYOR'S FUND TO END HOMELESSNESS

For more information on the Mayor's Fund to End Homelessness, please visit:

<http://www.longbeach.gov/health/services/directory/mayors-fund/>

1. Date of Application: _____

2. Applicant Eligibility

a. Organization: _____

b. Contact: _____

c. 501(c)(3) Number: _____

d. Address:

3. Provide or attach the following information about your organization:

a. Number of years serving people experiencing homelessness: _____

b. Services currently provided:

c. Population(s) served (e.g. veterans, seniors, LGBTQ, etc.):

d. Number of persons served in an average month: _____

4. Fund Application Information:

- a. Amount of funding requested: _____
- b. Summary of proposed project (1-2 sentences):
- c. Are you applying for funds on a reimbursement or payment in advance basis?

Reimbursement – Based on submittal of expense documentation (receipts or invoices and proof of payment)

Advance Payment – Only provided for up to 50% of the total grant award and a maximum of \$5,000 in total advance payment. Documentation accounting for the appropriate expenditure of advance payment must be submitted and approved before the release of remaining funds.

- d. If requesting advance payment, provide justification of this request, including urgency and necessity (2-3 sentences):

5. Please attach the following documents:

- a. **Statement of Need (one page maximum)** – Explain the scope of the proposed project, the gap need that the proposed project will support, how the proposed project will fill that need, and the projected number of people impacted. Include a short summary of your organization's history, current services provided to people experiencing homelessness, and your capacity to support the proposed project.
- b. **Cost breakdown of proposed project (one page maximum)** - HSAC reserves the right to request three bids or quotes for capital expenses over \$10,000. If applying for advance payment, please provide any further justification for this request.
- c. **Non-Profit Entity Status Letter** - <https://www.ftb.ca.gov/help/business/entity-status-letter.asp>
- d. **Proof of address in Long Beach (rent, utility bill, etc.)**

6. Signature and Acknowledgement

Signature:  _____

Date: _____

Name: _____

Title: _____

Submission of an application is not a guarantee of funding. Applications will be reviewed by the Homeless Services Advisory Committee and Long Beach Homeless Services Bureau staff.

For more information, please email HomelessServices@LongBeach.gov

Homeless Services Advisory Committee Community Capacity Building Subcommittee

Date: September 26, 2022

Item: Holliday Helping Hands Mayor's Fund Application

Staff Analysis:

The staff has reviewed the proposal by Holliday Helping Hands on July 17, 2022, by Darrell Stamps.

Holliday Helping Hands (HHH) is a for-profit organization that works with Holliday Helping Hands Foundation, a tax-exempt organization, to serve as the fiscal agent that supports its charitable services. Holliday Helping Hands was established in 2018 to provide interim housing to individuals with complex health problems and addictions that require a safe space to call home and be supported while stabilizing until a permanent housing placement is secured.

Their proposal requests funding to support a gap in the relocation and move-in assistance not covered by existing funding. The organization is the provider currently serving the residents of the Holiday Inn in Long Beach. The Long Beach program currently operates the Project Homekey site at 1133 Atlantic Ave at the Holiday Inn, which has 138 residents. The project proposal requests \$10,000 in reimbursement for the relocation and move-in portion of the program. It would fund five clients up to \$2000 in costs covering rent deposits, cleaning supplies, kitchenware, bedding, and furniture.

The proposal fits the intent of the Mayor's Fund to End Homelessness as it follows the housing first approach by providing move-in assistance to those in need. City staff requested additional clarification from Holliday Helping Hands, included below.

As of August 30, 2022, the Mayor's Fund to End Homelessness has a balance of \$118,220.90. This proposal would represent 8.5% of the remaining available funds.

Clarifying Questions via E-mail:

1. Are the clients currently located at 1133 Atlantic Ave-the Holiday Inn?

Yes, they are the site facilitators.

2. How are you connected to the clients?

Through the County of Los Angeles

3. What services are being provided to them at 1133 Atlantic Ave?

Our program design adheres to housing first principles by not placing barriers to entry: participants will not be rejected or exited from the program due to lack of sobriety or income, criminal convictions, or based on the presence of mental health issues, disabilities, or other psychosocial challenges. Participants do not need income at entry and may be actively using substances; these barriers will be addressed during their supportive services and are provided exclusive from placement in housing. The supportive services offered at HHH facilities focus on the income, resources, skills, and tools needed to:

- Pay rent.
- Comply with a lease.
- Take reasonable care of a housing unit.
- Avoid serious conflict with other tenants, the landlord, and/or the police.

Case Managers are trained in client-centered counseling and aim to meet weekly with clients. Engagement with case management is not required for program participation; however, research has proven participants have better housing outcomes and achieve greater stability when they actively engage with support staff.

Also, HHH's programs provide housing-focused case management services to assist participants in moving forward in accessing permanent housing. The primary objective of housing-focused case management/support services is to provide participants assistance with individualized case management that includes, but is not limited to, support with completing housing applications, transporting, and accompanying the participant to housing appointments and/or leasing appointments, and other support associated with the housing placement process. Staff document all content and outcomes of case management meetings with each participant as case notes under the designated program in HMIS.

4. Once housed, is there an expectation for continued supportive services? If so, what kind?

Typically, clients are connected to intensive case management service providers once they transition to permanent supportive housing. The program will provide a warm handoff to the ICMS providers; however, the program will continue to follow clients for a few months after the transition to ensure that the clients stay connected to supportive services.