



## AGENDA ITEM NO.

### CITY OF HAWTHORNE CITY COUNCIL AGENDA BILL

For the meeting of July 27, 2021  
Originating Department: Housing

Interim City Manager: Vontray Norris Director of Housing K  
Vontray Norris Kimberly Mack

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**SUBJECT:**

Emergency Housing Voucher (EHV) Memorandum of Understanding (MOU) with the Los Angeles Homeless Services Authority (LAHSA).

**RECOMMENDED MOTION:**

Staff recommends the City Council:

1. Review and approve the attached MOU and
2. Direct the Housing Director or designee to sign and file document and where applicable,
3. Authorize the Housing Director or designee to make appropriate and necessary changes within program guidelines, sign, and file all future versions of the document.

**DISCUSSION:**

As part of the administration of the EHV program in accordance with PIH-2021-15 (HA), to ensure that the EHV's assist families who are most in need, PHAs are required to work with community partners to determine the best use and targeting for the vouchers along with other resources available in the community.

“HUD’s Continuum of Care (CoC) program is authorized by subtitle C of title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11381-11389). The program is designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, States, and local governments to quickly rehouse homeless individuals (including unaccompanied youth) and families, while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness. The CoC is organized to carry out the responsibilities required under the program and is composed of representatives of organizations, including nonprofit homeless providers, victim service providers, faith-based organizations, governments, businesses, advocates, public housing agencies, school districts, social service providers, mental health agencies, hospitals, universities, affordable

housing developers, law enforcement, organizations that serve homeless and formerly homeless veterans, and homeless and formerly homeless persons to the extent these groups are represented within the geographic area and are available to participate. Provisions in the CoC Program Interim Rule at 24 CFR § 578.7(a)(8) require that CoCs establish a Coordinated Entry (CE) System. The CE System is a centralized or coordinated process designed to coordinate program participant intake assessment and provision of referrals. A centralized or coordinated assessment system covers the geographic area of the CoC, is easily accessed by individuals and families seeking housing or services, is well advertised, and includes a comprehensive and standardized assessment tool.

HUD is establishing an alternative requirement under which the PHA must enter into a Memorandum of Understanding (MOU) with the CoC to establish a partnership for the administration of the EHV. The primary responsibility of the CoC under the MOU is to make direct referrals of qualifying individuals and families to the PHA. Partner CoCs are responsible for determining whether the family qualifies under one of the four eligibility categories for EHV. Additionally, CoCs are encouraged to offer or make connections to supportive services for families that are referred to the PHA, including, but not limited to, short- or long-term case management, collecting necessary verifications to support referrals, housing counseling, housing search assistance and utility deposit assistance. HUD recommends CoCs and PHAs seek a diverse range of supportive services by partnering with organizations trusted by people experiencing homelessness. The specific services that the CoCs will provide to individuals or families referred for the EHV program must be outlined in the MOU with the CoC.

Additionally, PHAs must accept referrals for EHV directly from the CE System. Accepting direct referrals from the CE System will help ensure families are able to get assistance quickly and eliminate the administrative burden on the PHA regarding the determination as to whether the family meets the definition of a qualifying individual or family for EHV assistance. CoC partners may also support applicants through the application process and attend meetings with applicants and PHAs to aid individuals and families through the admissions process. Direct referrals for EHV are not added to the PHA's regular HCV 25 waiting list.”<sup>1</sup>

The approved CoC for the City of Hawthorne is LAHSA. The Housing Agency has met with LAHSA weekly and sometimes twice per week since the initial award of the vouchers in May of 2021 to establish a relationship and work ways to ensure the program's success. LAHSA will be providing the referrals, case management for application completion, security deposit assistance, housing search assistance and more.

The MOU is a living document and may be revised with the mutual agreement of the Public Housing Agency and LASHA on an as needed basis. The initial MOU must be in place no later than July 31, 2021.

**FISCAL IMPACT:**

None

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<sup>1</sup> PIH-2021-15 (HA) pages 23-25

**NOTICING PROCEDURES:**

72 hours posted notice pursuant to the Ralph M. Brown Act.

**ATTACHMENT(S):**

1. EHV MOU Document
2. Local Preference Addendum