



## HUMAN SERVICES COMMISSION AGENDA REPORT

October 4, 2023  
Item 4

**TITLE: CONSIDER RECOMMENDATION FOR FISCAL YEAR 2024/25 HOUSING AND HUMAN SERVICES GRANT PROGRAM STATEMENT OF PRIORITIES AND EVALUATION CRITERIA**

**SUMMARY**

Annually, the Human Services Commission develops funding priorities for the Housing and Human Services Grant (HHSG) Program. The commission will discuss its Statement of Priorities and Evaluation Criteria for the Fiscal Year (FY) 2024/25 HHSG Program.

**RECOMMENDATION**

Consider recommendation for Fiscal Year 2024/25 Housing and Human Services Grant Statement of Priorities and Evaluation Criteria.

**FINANCIAL STATEMENT**

There is no financial impact to this action.

## **BACKGROUND**

Annually the Human Services Commission approves a Statement of Priorities (Attachment 1) and establishes Evaluation Criteria for the Housing and Human Services Grant Program (HHSB).

Within the HHSB application process, agencies are asked to identify how their proposal addresses at least one of the eight priority needs and one of the three service delivery areas of need identified in Attachment 1 – Statement of Priorities for Fiscal Year 2024/25. This enhancement has assisted the commission in ensuring consistency of reviewing applications throughout the process.

The priority statements used in recent years have been broad enough to accommodate the wide range of applications considered for funding through the HHSB program, while also targeting funds for specific service areas. This has allowed activities which address emerging service needs to be funded in addition to the more traditional safety net services.

The Evaluation Criteria for the HHSB applications are also reviewed and updated annually by the commission, in preparation for the next grant cycle. Evaluation Criteria (Attachment 2) address: needs, benefits, funding and additional criteria including organization and Human Services Commission priorities.

## **DISCUSSION**

The commission's updated Statement of Priorities for FY 2024/25 will be included in the application packet materials that will be publicized when the application cycle opens. The Evaluation Criteria will provide direction to the commission as they individually review grant applications. A grant application workshop will be scheduled in early December and has historically been hosted by the cities of Livermore and Pleasanton. Staff is currently planning a virtual application workshop. The grant process provides an opportunity for the commission to allocate funds that greatly impact the community. The Evaluation Criteria prioritizes the existing criteria to highlight the need, benefit and funding details for the commission to consider. This approach streamlines the application review to help determine the best use of funds. Additional criteria include those important but potentially less directly impactful to the services funded.

The Eastern Alameda County Human Services Needs Assessment Update process is scheduled to conclude in early 2024. The FY 2024/25 HHSB cycle will continue with the current process and priorities. After the Updated Needs Assessment approval, the Tri-Valley Human Services staff will evaluate suggestions and potentially revise the annual HHSB process.

To assist grantees, the commission needs to approve a FY 2024/25 Statement of Priorities prior to the November/December 2023 ZoomGrants application release date.

Submitted by:



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Attachments:

1. Statement of Priorities for Fiscal Year 2024/25
2. Human Services Commission Evaluation Criteria for Review of Housing and Human Services Grant Program Applications for Fiscal Year 2024/25