

**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN  
COUNTY OF MONTEREY, SAN BENITO COUNTY, AND THE  
COALITION OF HOMELESS SERVICES PROVIDERS (CHSP)**

March 27, 2024

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**I. RECITALS**

**WHEREAS** the County of Monterey is responsible for a range of activities relating to homelessness response within the county, managed through the County Administrative Office, Department of Social Services, Health Department, Behavioral Health Bureau, and Department of Housing and Community Development; and

**WHEREAS** San Benito County is responsible for a range of activities relating to homelessness response within the county, managed through the Health and Human Services Agency (HHSA); and

**WHEREAS** the Coalition of Homeless Services Providers (CHSP) is the lead entity responsible for coordinating the regional Continuum of Care (CoC) for Monterey and San Benito Counties (CA-506) and for convening the CoC Leadership Board and subcommittees; and

**WHEREAS** the CoC, County of Monterey, and San Benito County (“eligible applicants”) are each recipient of Homeless Housing, Assistance and Prevention (HHAP) funding from the State of California; requiring the creation of an MOU between the three eligible applicants (as per State Assembly Bill 129); and

**WHEREAS** all eligible applicants adopted the Lead Me Home 5-Year Plan to Reduce Homelessness in Monterey and San Benito Counties (July 2021 to June 2026); and

**WHEREAS** the eligible applicants recognize that each entity has distinct responsibilities for addressing homelessness but also many overlapping and shared responsibilities; and

**WHEREAS** the eligible applicants recognize that each entity receives and manages distinct funding sources that together support the strategies identified in the Lead Me Home Plan;

**NOW IN CONSIDERATION OF THESE PREMISES, THE PARTIES AGREE AS FOLLOWS:**

**II. PURPOSE**

The purpose of this MOU is to commit each signatory to uphold, participate in, and comply with the actions, roles, and responsibilities of each of the eligible applicants in the region as described in the HHAP-5 Regionally Coordinated Homelessness Action Plan and summarized below.

**III. ROLES AND RESPONSIBILITIES OF THE MONTEREY AND SAN BENITO COUNTY CONTINUUM OF CARE (CA-506)**

- A. The signatories commit to the roles and responsibilities of each eligible applicant within the region as they pertain to outreach and site coordination, siting and use of available public land, the development of interim and permanent housing options, and coordinating, connecting, and delivering services to individuals experiencing homelessness or at risk of experiencing homelessness,

within the region, as described in Section 2.1 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.

- B. The signatories commit to the Key Actions each eligible applicant will take to improve the system performance measures as described in Section 2.2 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.
- C. The signatories commit to the Key Actions each eligible applicant will take to ensure racial and gender equity in service delivery, housing placements, housing retention, and any other means to affirm equitable access to housing and services for racial and ethnic groups overrepresented among residents experiencing homelessness, as described in Section 2.3 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.
- D. The signatories commit to the actions each eligible applicant will take to reduce homelessness among individuals exiting institutional settings, including but not limited to jails, prisons, hospitals, and any other institutions such as foster care, behavioral health facilities, etc. as applicable in the region, as described in Section 2.4 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.
- E. The signatories commit to the roles of each eligible applicant in the utilization of local, state, and federal funding programs to end homelessness, as described in Section 2.5 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.
- F. The signatories commit to the roles and responsibilities of each eligible applicant to connect individuals to wrap-around services from all eligible federal, state, and local benefit programs, as described in Section 2.6 in the HHAP-5 Regionally Coordinated Homelessness Action Plan.

**IV. DURATION AND RENEWAL**

The initial term of this MOU is March 27, 2024 to June 30, 2028. Except as provided in the TERMINATION section, this MOU shall renew automatically unless either party gives notification pursuant to TERMINATION section.

**V. AMENDMENT/NOTICES**

The MOU may be amended in writing by any of the signatories and is in effect upon the signature of all three eligible applicants. Notices shall be mailed, emailed, or delivered to HHAP administrators for eligible entities for:

- 1. CA-506 Salinas/Monterey, San Benito Counties Continuum of Care
- 2. County of Monterey
- 3. San Benito County

**VI. TERMINATION**

Any of the signatories may terminate this MOU at a date prior to the renewal date specified in the MOU by giving 120 days written notice to the other parties. The termination shall be effective on the date specified in the notice of termination.

**APPROVED:**

**County of San Benito**

By: \_\_\_\_\_  
Tracey Belton, Director or HHSA

Date: \_\_\_\_\_

**APPROVED:**

**County of Monterey**

By: \_\_\_\_\_  
Lori A. Medina, Director of DSS

Date: \_\_\_\_\_

**Coalition of Homeless Service Providers**

By: \_\_\_\_\_  
Katrina McKenzie, Executive Director


Date: \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**  
**Irma Valencia, San Benito County Deputy Counsel**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO LEGAL FORM:**  
**County of Monterey Deputy Counsel**

By:  \_\_\_\_\_  
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Date: 3/6/2024 | 11:40 PM PST