

March 1, 2021

CALIFORNIA DEPARTMENT OF SOCIAL SERVICES

EXECUTIVE SUMMARY

ALL COUNTY WELFARE DIRECTORS LETTER

This letter provides County Welfare Departments (CWDs) with information on the expansion of the Housing for the Harvest program as authorized by Assembly Bill 85. It outlines the program's purpose and scope, funding information including allocation methodology and steps for requesting and accepting these funds, and guidance on program implementation.



KIM JOHNSON
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES
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GAVIN NEWSOM
GOVERNOR

March 1, 2021

ALL COUNTY WELFARE DIRECTORS LETTER

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: HOUSING FOR THE HARVEST EXPANSION

REFERENCE: [ASSEMBLY BILL 85](#)

This letter provides County Welfare Departments (CWDs) with notice of the expansion of the expansion of the Housing for the Harvest (H4H) program and requests that eligible counties interested in participating in the H4H expansion notify CDSS of their interest by March 30, 2021. The purpose of the H4H expansion is to support wraparound services and financial assistance for agricultural and food processing workers who have tested positive for or have been exposed to COVID-19 so that they may isolate or quarantine, and to prevent further spread in communities already disproportionately impacted by COVID-19.

On February 22, 2021, the Legislature passed Assembly Bill (AB) 85, an immediate action budget bill that included a one-time \$24,020,000 General Fund allocation to the California Department of Social Services (CDSS) to expand the H4H support services program.

This letter includes a description of the funding made available to support both ongoing operations of the statewide H4H wraparound services program and the expansion of services for eligible participants who choose to quarantine at home. This guidance includes a description of the program scope and authorized uses for the funding, notice of available county allocations, reimbursement information, and data collection requirements.

Background

On July 24, 2020, Governor Gavin Newsom announced the launch of the [H4H](#) program designed to provide temporary hotel housing options for essential farm and food processing employees who are either COVID-19 positive or exposed, and who do not

require hospitalization, but need safe and suitable places to isolate, and are unable to do so at home.

As authorized by AB 85, CDSS will administer the H4H support services expansion, which expands the program to include assistance for those who can safely isolate at home with the support of wrap support services and financial assistance.

Since the start of the COVID-19 pandemic, agricultural workers have played an essential role in ensuring the continuity of our food supply. As cases of community-wide transmission of COVID-19 increase, some farm workers and food processing employees who are either COVID-19 positive or exposed are finding it difficult to self-isolate due to their housing situation or because they cannot afford the wage loss and additional expenses of staying at home.

Program Scope

The H4H Program, supported by the California Department of Food and Agriculture (CDFA), California Governor's Office of Emergency Services (Cal OES), Department of General Services (DGS), and CDSS, currently offers temporary hotel housing to agricultural workers who need to isolate due to COVID-19 in select counties. Local administrators (non-profit, philanthropic, Tribes, or local government agencies) administer the program in coordination with county agencies and provide wraparound services to those agricultural workers staying in hotels, such as transportation to the hotel, meal delivery at the hotel, and daily wellness checks, with local or philanthropic funds.

These expanded funds must be used to offer eligible agricultural workers support services from the point of outreach engagement through their quarantine at designated hotels or at home. Therefore, counties and their local administrators may use existing H4H funding and the additional funding described in this letter to support continued H4H operations previously funded with federal or local dollars, as well as for the expansion of services to eligible participants who quarantine at home. Funding may also be used for the provision of financial assistance to all eligible participants. Funds must be used consistent with state and federal law.

The H4H expansion provides opt-in funding support for counties that have large numbers of eligible farm and food processing workers and are interested in providing these workers additional support services. Counties currently participating in the H4H program will be prioritized and additional counties will be eligible to apply based on their agricultural population numbers. The Central Valley, Central Coast, and Imperial County regions have the highest number of agricultural workers, so these areas will be prioritized for additional assistance.

The following counties are currently participating in the H4H program:

- Sacramento Valley/North Coast: Yolo, Sacramento, and Sonoma
- Central Valley: San Joaquin, Stanislaus, Fresno, Madera, Kings, Tulare, and Kern
- Central Coast: Monterey, San Luis Obispo, and Santa Barbara
- Imperial Region: Imperial and Riverside.

County Role: Pass-Through, Sponsor and Local Administrator

County CWDs have the option to participate in the H4H program in three capacities. CWDs may either serve as a pass-through of funding to the county sponsor (e.g. local public health), as the county sponsor who holds the legal agreement with the local administrator, or as the local administrator who provides the wraparound services and financial assistance to participants.

The existing H4H program is implemented through a local administrator who can be a county or city agency, tribe, non-profit organization, or philanthropic organization working in collaboration with county and State government. In order to support the continuity of existing services and avoid disruption in service to agricultural workers, the expanded H4H will maintain the same structure.

Under this structure, the county sponsor either provides services directly or enters into a legal agreement with the local administrator to provide services. If the county sponsor is not the CWD, the CWD may transfer funding to the county sponsor for this program through an intra-county transfer arrangement. County sponsor maintains all records related to legal agreements with the local administrators. Local administrators will serve as the primary point of contact with agricultural workers; provide or coordinate wraparound services at the hotel site or the individual's home, including transportation, meals and wellness checks; and collect data required for state reporting and Federal Emergency Management Agency (FEMA) reimbursement. Local administrators will be responsible for all reporting requirements to CDSS. In all instances, CWDs must submit invoices on behalf of themselves or the county sponsor.

Counties may request up to an additional 15 percent for administrative and/or operational expense to cover expenses related to the transfer of funds, the administration of the legal agreement, and operating costs of the local administrators. Counties may decide how to divide these costs amongst the CWD, county sponsor and/or local administrators.

Providing wraparound services to eligible participants who choose to quarantine at home and providing financial assistance is a required element of the expanded H4H program and may be new service components for local administrators. These additional services are critical to provide urgently needed support services to agricultural workers who are positive or exposed to COVID-19. The available H4H funding allows counties to use existing agreements with local administrators and vendors to quickly expand the scope of services.

Program Implementation

Local administrators in counties with a current H4H program must implement the expansion of the program by March 30, 2021. Counties establishing new H4H programs are expected to work closely with CDSS to begin implementation at the soonest date possible.

Funding Allocation and Eligible Use of Funds

The H4H expansion provides state funding for counties to provide wraparound services as described below to agricultural workers self-isolating in hotels, as well as those who choose to self-isolate or quarantine in their homes. Local administrators are also asked to expand the types of wrap services provided to include transportation to medical appointments, Personal Protective Equipment (PPE), and laundry services as needed. In addition, funding is available to provide financial assistance to agricultural workers who may not otherwise be able to afford to self-isolate or quarantine.

Funding will be allocated to counties based on available funds and a three-level tier system based on agricultural worker population size¹. Counties in Tier One and Tier Two will be eligible for funding. Participation in the program for Tier Three counties will be determined on a case-by-case basis depending on funding availability and the size of their agricultural worker population, except for those counties already participating in H4H, which will automatically be considered. Initial projected participant caseloads per county may be increased or decreased based on monthly utilization of funding.

Counties are encouraged to continue to supplement this state funding with other local and private funding sources. Counties are also strongly encouraged to seek FEMA reimbursement for eligible wraparound services provided to hotel participants, which includes meals and other operationally necessary activities. The CWDs' local offices of

¹ See EDD's [Agricultural Employment Annual Average 2019 data](#) for estimates of farmworkers by county. CDSS additionally relied on data from EDD for food processing workers to create an agricultural (food and farm worker) estimates by county.

emergency response and Cal OES can provide technical assistance as it relates to FEMA reimbursement.

Initial county allocations will be tiered based on agricultural worker population size and the projected number of participants as follows:

- Tier One: Counties with more than 50,000 agricultural workers will receive an allocation to serve up to 1,200 participants.
- Tier Two: Counties with more than 20,000 and less than 50,000 agricultural workers will receive an allocation to serve up to 1,000 participants.
- Tier Three: Counties with less than 20,000 agricultural workers will receive an allocation to serve up to 650 participants.

CDSS will make the funding available immediately to counties operating H4H as of February 2021. The funding available to each county will be based on a caseload allocation tied to the number of agricultural workers in each county as described above. Twenty-five percent of the one-time allocation may be requested upfront by the county, and the remaining amounts may be drawn down until June 30, 2021. CDSS has the discretion to lower the final allocation based on utilization and prior consultation with the county.

Counties interested in requesting a funding allocation for their H4H program must contact the Immigration Services Bureau by emailing Kirsten.Raschko@dss.ca.gov or by phone at (916) 838-8022. Eligible counties will be asked to submit a county proposal for CDSS review to the Immigration Services Bureau via email at HousingforHarvest@dss.ca.gov in the format provided in **Attachment One**. The email should include the following subject line: "Housing for the Harvest Proposal [INSERT COUNTY NAME]." Once approved by CDSS, counties requesting to accept the funds must agree to comply with the funding terms and conditions by signing and returning the Director Certification (**Attachment Two**).

The terms and conditions include a commitment to:

- 1) Meet the requirements outlined in this letter;
- 2) Use the funds in accordance with state law and applicable funding requirements;
- 3) Use the funds on the eligible activities as specified in this letter;
- 4) Engage in ongoing technical assistance with CDSS and its partners;
- 5) Utilize funds efficiently by leveraging other local, state, and federal funds available to the community; and
- 6) Comply with data reporting requirements established by CDSS.

To accept these funds, County Welfare Directors in counties with existing H4H programs must review and complete the H4H Director Certification (**Attachment Two**), and return it to CDSS at HousingforHarvest@dss.ca.gov **no later than 12:00 p.m. on March 15, 2021**. Questions may be directed to Kirsten Raschko at the Immigration Services Bureau by emailing Kirsten.Raschko@dss.ca.gov, or by phone at (916) 838-8022.

Counties that are not currently participating in the H4H Program may request funds by emailing HousingforHarvest@dss.ca.gov **by March 30, 2021**. The request must include a county proposal to begin H4H services in accordance with the guidelines described within this letter and outlined in Attachment One. Requests will be considered by CDSS on a case-by-case basis; there is no guarantee of funds.

Every county must have a County Agency, Office, or Department sponsor who will contract with a local administrator, unless the local administrator is the County, to ensure wraparound services and financial assistance are delivered to eligible participants. The procurement and contracting of appropriate services and service providers will be executed locally. Local administrators will be required to report back directly to the CDSS on utilization of services.

Counties may request up to an additional 15 percent of the direct assistance provided to program participants to cover operational expenses and indirect costs incurred by the county and/or the local administrator. Counties who are seeking these additional funds should submit a separate proposed operational budget for CDSS review to HousingforHarvest@dss.ca.gov. The email should include the following subject line "Housing for the Harvest Operational Budget Proposal [INSERT COUNTY NAME]."

Eligibility and Prioritization

The H4H program is available for farm and food processing workers and their families who need to isolate, quarantine, or practice safe social distancing due to testing positive or being exposed to a person who has tested positive for COVID-19. CDSS recognizes that some individuals may be unable to self-isolate or quarantine at home and will choose to make use of the temporary hotel rooms available through H4H, while others may prefer to remain in their homes while self-isolating or quarantining, but are unable to do so without support services and financial assistance to cover wage loss or other expenses.

Program Eligibility

Participants must meet all the following criteria:

- Work in California food processing or agriculture
- Meet FEMA non-congregate sheltering criteria for COVID-19:
 - Have tested positive; or been exposed (as documented by a state or local public health official, or medical health professional); and
 - Able to self-isolate or quarantine at home; or
 - Unable to self-isolate or quarantine at home and sheltering temporarily at a hotel funded through H4H.

For the purposes of the H4H program, agricultural workers are defined as employees in occupations or industries as defined by Industrial Welfare Commission wage orders 3, 8, 13, and 14 (Canning, Freezing and Preserving Industry; Industries Handling Products after Harvest; Industries Preparing Agricultural Products for Market, on the Farm; and Agricultural Occupations) or similar industries and occupations.

CDSS recommends prioritizing the funding for the H4H expansion for agricultural and food processing workers who are ineligible for other federal benefits or programs providing aid during the pandemic.

Wraparound Services and Financial Assistance

Counties participating in the H4H program will receive funding to provide similar wrap support services for those isolating in hotels and those isolating at home, for up to 14 days. Local administrators may receive up to \$750 per eligible participant isolating at a hotel, and \$650 for those sheltering at home, to cover the following services:

- Program intake and orientation
- Transportation to and from the hotel or to medical appointments (as applicable)
- Provision of basic public health education about COVID-19 and the importance of isolation or quarantine
- Delivery of three meals a day, or the grocery item equivalent, and disposable plates and cutlery as needed
- Provision of toiletries and other necessities
- Provision of PPE, at a minimum, face masks and gloves
- Laundry service
- Daily wellness checks

- Hotline for participants' questions or concerns
- Language access services, including in Spanish and Mixtec
- Information about any additional local COVID-19 supports.

In addition, counties should provide direct financial assistance for H4H program participants to incentivize participation and help cover any wage losses or expenses related to COVID-19 positivity or exposure. The authorized financial assistance amount is \$500 for participants isolating at home, and \$1,000 for those isolating in hotels. This assistance is not income dependent. Counties and local administrators are encouraged to supplement these amounts with other funding sources, such as private philanthropy or other forms of financial assistance.

Counties and/or local administrators may determine how to provide the financial assistance to program participants, whether it be through direct payment to an individual (e.g., check, pre-paid card, etc.) or payment to a third party vendor on an individual's behalf (e.g., landlord, child care provider, utility company, etc.). Only food and farm worker participants are eligible for direct financial assistance. Their immediate household members may also be provided with wraparound services when needed to ensure the agricultural workers' ability to quarantine or self-isolate during the period prescribed by public health guidance.

Technical Assistance

CDSS is available to support local communities to continue, expand, or initiate local H4H program services, in partnership with CDFA, DGS and Cal OES. CDSS is available to provide regular and intensive technical assistance, in coordination with applicable state and local partners, to support the local implementation efforts. This includes support in the establishment of agreements between county contacts and lead administrators for the provision of core operating services, as well as wraparound support and case management services, such as health and behavioral health services, through local county or tribal health agencies. Examples of available CDSS technical assistance include:

- Offering statewide weekly office hours calls and facilitating statewide peer sharing, including examples of successful program implementation in other counties, agreements used in other counties, emerging state and federal resources, and local practices;
- Providing template documents to support program enrollment and record-keeping;

- Facilitation between community partners and other state agencies such as Cal OES, CFDA, DGS, and DHCS;
- Coordination of local agencies within each community, including cities, counties, tribes, emergency offices, etc.;
- Strategizing on the use of available funding sources; and
- Consultation regarding onsite operations, resource requests, and fiscal matters.

Coordination and Strategic Approach

Close coordination with local partners, including cities; housing, health and public health agencies; behavioral health departments; emergency response; nonprofit or community-based organizations; and other county and tribal departments is critical to the success of this state emergency response effort. Lead administrators should coordinate with local county agencies and community partners to:

- 1) Provide information in multiple languages and connect farm and food processing workers with medical resources so they have access to testing sites and can document their situation if they test positive or are exposed to someone who tests positive for COVID-19.
- 2) Ensure outreach to farm and food processing workers in multiple languages, not just Spanish, so that communities who speak indigenous languages, Tagalog, or other languages learn about the H4H program.
- 3) Identify additional support services available to participants such as food banks, local health clinics providing free vaccinations, and charitable organizations providing assistance.

Programs utilizing state-funded housing program funds must ensure access and functional needs are accommodated, including providing accessible hotel rooms and other reasonable accommodations for people with disabilities, providing appropriate translation and interpretation services for people with limited English proficiency, and supporting other needs.

CDSS can support communities procuring core operating services by providing statewide contracts that may be leveraged by local H4H program initiatives. These include state-contracted options for security, food, and medical staffing, which are available upon request.

Local strategies may also include utilizing economically displaced workers to provide onsite services (e.g., closed restaurants/staff for food support).

Reimbursement and Fiscal Claiming

Counties may seek reimbursement for the following eligible use of funding:

- 1) Wraparound services for eligible participants at hotels, including providing daily wellness checks, three daily meals, transportation to or from hotel/medical appointments, laundry services, and PPE and toiletries to support quarantine.
- 2) Wraparound services for eligible participants at home, including providing daily wellness checks, three daily meals or grocery equivalent, transportation to or from medical appointments, laundry services, and PPE and toiletries to support quarantine.
- 3) Financial assistance provided to eligible participants issued directly to individuals (e.g. checks, prepaid cards, etc.) or issued to a third party on the eligible individuals behalf (e.g. rent payments to landlord, payment of utility bill to provider, payment to child care provider, etc.)
- 4) Operational expenses and/or indirect costs previously approved by CDSS.

Counties will utilize an invoice form to request a reimbursement or cash advance, or to document actual expenditures of funds that have previously been advanced. Invoices submitted for the purposes of requesting a reimbursement or to reconcile expenditures of advanced funds shall report costs incurred in connection to the program (e.g., costs related to wraparound services, financial, etc.) and should include supporting documentation for those costs. Additional information regarding the invoice and reimbursement process will be provided in the individual county allocation letter which will be issued under separate cover. The funds available for the H4H program expansion described in this letter are **one-time funds and must be used for services delivered by June 30, 2021.**

Tracking and Reporting to CDSS

CDSS will create a web-based data portal for the H4H expansion. Lead administrators participating in the H4H program are asked to complete weekly reports in this portal, with updates due every Friday by 5 pm. Each local administrator will be assigned a primary and secondary data administrator, who will be granted access to the portal and reporting capability. The weekly reports must include updates on both hotel participants and at-home participants, if applicable.

The portal will collect:

- 1) the number of participants being provided services in hotels and the specific services provided by individual;

- 2) the number of participants being provided services at home and the specific services provided by individual;
- 3) demographic data of participants (e.g., ethnicity, age, gender, preferred language, etc.);
- 4) the number of participants receiving financial assistance; and
- 5) any requested operational information related to service coordination.

CDSS will update the capabilities of the portal, including adding additional reporting features as needed, to allow communities to assess trends over time. This resource will be used to further inform technical assistance and track statewide utilization and program progress.

Tracking for Reimbursement

Uniform tracking of eligibility and use of non-congregate shelter and service provisions are critical components of the FEMA reimbursement process for those served in hotels. Local communities, in partnership with their local emergency response system, will be responsible for maintaining adequate documentation to confirm eligibility for FEMA reimbursable costs. Counties and tribes must also track subsequent enrollment and program data for FEMA-eligible participants once enrolled. Local governments are strongly encouraged to seek reimbursement from FEMA for any eligible wraparound services provided in hotels through the existing emergency response system.

Questions regarding FEMA-eligible expenses for emergency non-congregate shelter reimbursement and questions related to recovery of public assistance should be directed to DisasterRecovery@CalOES.ca.gov. Questions regarding FEMA reimbursement and Cal OES recovery regarding procurements and contracting should be addressed to PAProcurement@CalOES.ca.gov.

Sincerely,

Original Document Signed By:

ELIANA KAIMOWITZ, Chief
Immigrant Integration Branch
Office of Equity

Enclosures

HOUSING FOR THE HARVEST COUNTY WRAPAROUND SERVICES PROPOSAL TEMPLATE

Sponsoring county organization:

County point of contact (name, email, phone):

Specify the county department or office that holds the contract or legal agreement with the Local Administrator, if separate from the county, and provide contact information for that entity.

Local administrator(s) (if different than county)

Local administrator point of contact (name, email, phone):

List all organizations the Local Administrator will work with to deliver the wraparound services and note whether these organizations will be funded through the State allocation or a different source of funding.

Outreach/Administrator Services (Describe for Lead Entity)

Describe the specific type of outreach that will be conducted to increase awareness of the Housing for the Harvest expansion (flyer, social media, etc.):

Specify who will conduct outreach to agricultural and food processing workers and employers on the availability of COVID-19 related wraparound services and financial assistance:

Provide the Call-line for food and agriculture workers to request housing:

Describe the Program intake and orientation process including the following:

- Assessing eligibility for services
- Serving as a liaison between farmworkers eligible for a hotel room, DGS (who will make lodging reservations), and hotel, as needed
- Providing an orientation on basic public health information about COVID-19 and the importance of isolation or quarantine
- Collecting data/documentation required for State funding and FEMA reimbursement

Describe how you will ensure language access, such as providing translation and interpretation in other languages, including Spanish and Mixtec:

ACWDL - ATTACHMENT 1

Wraparound services:

Provide an estimate of the number of participants you expect to serve on a weekly basis.

Describe how you plan to provide the following required services and any additional services you expect to be able to provide:

- Transportation to hotel or medical appointments, as needed
- Meal or Groceries (three meals a day)
- Daily Wellness checks
- Hotline for participants' questions
- Laundry service, as needed
- Toiletries and other necessities
- PPE
- Additional Services

Transportation details:

Meal service details:

Will you provide meals or groceries? Yes No

What organization will prepare / cater meals?

How will meals be provided?

Will they need to be saved and/or reheated (microwave and refrigerator in room)? Yes No

Daily Wellness check details:

Who will provide the daily wellness checks?

Laundry Services:

Describe how this service will be provided when needed for participants at hotels and those at home. Describe any differences for each group, if applicable.

Toiletries:

Describe what toiletries or other necessities will be provided to participants, and if these items will be obtained through donations or purchased with program funds.

Personal Protective Equipment:

Describe what type of PPE will be offered to participants (e.g., number of masks, gloves, etc.), and if these items will be obtained through donation or purchased with program funds.

Hotline details:

Who will be staffing the hotline and what language services will be available?

ACWDL - ATTACHMENT 1

Additional services details (narrative):

Financial Assistance Services:

Describe how you plan to provide financial assistance to individuals (e.g., check, prepaid card, payments to third party vendors, etc.)

Staffing:

Describe the numbers of staff that will be funded to provide wraparound services and financial assistance.

Number of staff available for outreach: _____ PT Staff _____ FT Staff

Number of staff available for eligibility verification: _____ PT Staff _____ FT Staff

Number of staff available for wraparound services: _____ PT Staff _____ FT Staff

Operational/Administrative Overhead Costs:

Describe any other operational or administrative costs associated with the program expansion.
Provide an estimated breakdown of costs per participant.

Funding for Local Services:

Describe any additional funding you expect to use to support these services, in addition to the State allocation, including any of the following sources:

CARES Act dollars --- Expected allocation:

County or City funds – Source and expected allocation:

Philanthropic / Foundation contribution – Source and expected allocation:

FEMA reimbursement – Expected amount:

Other – Expected funding sources:

HOUSING FOR THE HARVEST PROGRAM DIRECTORS CERTIFICATION

County Welfare Directors wishing to accept the funds made available to their county by CDSS for this program, shall complete and return this Housing for the Harvest (H4H) Certification by **12:00 p.m. on March 30, 2021**. By accepting these funds and signing the certification below, the County Welfare Director agrees to the funding terms and conditions outlined below. This Director's Certification must be completed and signed by the County Welfare Department.

Accepting Funds

A county may accept the amount allocated, or a portion of these funds. Counties may also indicate their ability to accept additional funds (in excess of the allocation) should additional funds be available. *Note: if the county wishes to decline these funds, skip to page 3.*

To accept funds, check the appropriate box below (select only one) and provide the projected number of individuals the county will serve with these funds.

Accept only the total one-time Housing for the Harvest allocation amount in Attachment One. Complete the amount the county is accepting: \$_____

Accept the total one-time Housing for the Harvest allocation amount AND accept additional funds (if available) beyond current allocation level, if there are any remaining funds available.

Accept only a portion of the Housing for the Harvest allocation amount in Attachment One. Complete the amount the county is accepting: \$_____

1. Projected number of individuals the county will serve for the first time in the Housing for the Harvest Program with these funds: _____

County Name:

ACWDL Attachment 2

**Housing for the Harvest
Funding Terms and Conditions**

I, _____, County Welfare Director, certify that I will ensure that the following conditions of the Housing for the Harvest program are met:

1. Housing for the Harvest funds allocated to the county are used in accordance with the eligible uses specified in the Housing for the Harvest ACWDL.
2. Housing for the Harvest services are operated consistent with all state and federal laws.
3. To the best extent possible, the Local Administrator will work with applicable partners, including cities, housing and public health agencies, behavioral health departments, and emergency response agencies, to identify and strategically utilize all available local, state, and federal funding to continue to provide support services for agricultural workers who test positive for or are exposed to COVID-19.
4. Housing for the Harvest participant data will be collected and reported to CDSS including, but not limited to, weekly participant totals and financial assistance provided.
5. County officials will engage in continuous quality improvement efforts, including working with CDSS staff for training and/or targeted technical assistance.
6. I, on behalf of the county, acknowledge that the CDSS reserves the right to reallocate Housing for the Harvest program funds should the CDSS determine it is appropriate or necessary to maximize program impact throughout the state.

I certify that _____ will utilize the Housing for the Harvest funding pursuant to the terms outlined above and understand this is a condition of receiving these funds.

CWD Signature

Date

Printed name of Signatory

Title

County Name:

ACWDL Attachment 2

Local administrator Contact Information

Please provide the name and contact for the local administrator that is currently leading or will be leading your county's Housing for the Harvest wraparound and financial assistance services, if it is an entity other than the county itself. **[Insert Contact Name, Title, Email and Phone]**

Declining Funds

Counties that do not wish to accept these funds are asked to notify CDSS by completing and signing the section immediately below and returning to housing@dss.ca.gov as soon as possible but no later than **12:00 p.m. on March 15, 2021**. *Note: counties and tribes accepting funds should not complete this section; refer to page 1.*

To decline the funds, check the box below and complete the name and signature of the County Welfare Director.

Decline the Housing for the Harvest funds available to county.

CWD Signature

Date

Printed name of Signatory

Title