



STEELE COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA

Administration Center - 630 Florence Avenue – Owatonna, MN 55060

*Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.*

TUESDAY, JUNE 24, 2025 at 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order
2. 2025 Local Homeless Prevention Aid Recommendations
3. Human Services Update
4. Other Business

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.



Steele County Agenda Item

Request for Board Action

Subject: 2025 Local Homeless Prevention Aid Recommendations

Department: Public Health

Committee: Choose an item.

Committee Meeting Date: Enter a date.

Work Session Date: June 24, 2025

Board Meeting Date: June 24, 2025

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☐ No

Policy Committee Recommendation:

N/A

Recommendation:

Staff recommend allocating \$128,000 of Steele County's Local Homeless Prevention Aid (LHPA) to the following applicants with the corresponding award amounts, to be distributed on a reimbursement basis for actual costs incurred:

- Lighthouse of Southern Minnesota: up to \$38,000
- Semcac: up to \$44,000
- Steele County Transitional Housing: up to \$46,000

Background (*Including Budget Impact*):

Local Homeless Prevention Aid (LHPA) was created to help local governments ensure no child is homeless. Counties must use this aid to fund new or existing family homeless prevention and assistance projects or programs. Steele County received \$127,697 of aid in 2024 to be spent by the end of 2025. The County is also slated to receive \$147,902 in 2025 to be spent by the end of 2026.

During the Board Meeting on March 25, the Board authorized staff to solicit applications for this aid through an RFP process. Following the application deadline of May 18, County staff reviewed and scored applications based on the approved scoring rubric to determine the recommended awards.

Attachments:

2025 LHPA Recommendations document

2025 Steele County Local Homeless Prevention Aid

Background

Local Homeless Prevention Aid (LHPA) was created by the 2021 Minnesota Legislature to help local governments ensure no child is homeless within a local jurisdiction by keeping families from losing housing and helping those experiencing homelessness find housing. Pursuant to Minn. Stat. § 477A.30, counties must use this aid to fund new or existing family homeless prevention and assistance projects or programs. Each project or program must include plans for:

- (1) targeting **families with children** who are eligible for a prekindergarten through grade 12 academic program and are:
 - (i) living in overcrowded conditions in their current housing;
 - (ii) paying more than 50 percent of their income for rent; or
 - (iii) lacking a fixed, regular, and adequate nighttime residence;
- (2) targeting **unaccompanied youth** in need of an alternative residential setting;
- (3) connecting families with the **social services** necessary to maintain the families' stability in their homes, including but not limited to housing navigation, legal representation, and family outreach; **and**
- (4) one or more of the following:
 - (i) providing **rental assistance** for a specified period which may exceed 24 months; or
 - (ii) providing support and **case management services** to improve housing stability, including but not limited to housing navigation and family outreach.

Steele County received **\$127,697** of aid in 2024 that must be spent by the end of 2025. The County is also slated to receive **\$147,902** in 2025 to be spent by the end of 2026. Each year, the first half is paid on July 20 and the second half on December 26. Aid amounts are certified by August 1 each year. The program will expire after aid is paid in 2028.

2025 RFP Overview

Community-based nonprofit organizations that serve Steele County residents were eligible to request awards between \$10,000 and \$50,000. Applications were reviewed by a team of Steele County staff to ensure proposals align with the LHPA program requirements outlined above. Proposals were also evaluated based on the following selection priorities:

- **Detail:** providing clear information about the organization and its proposal.
- **Need:** addressing unmet community needs supported by relevant data and evidence.
- **Impact:** directly delivering benefits to residents.
- **Reach:** impacting a significant number of Steele County residents.
- **Partnership:** collaborating effectively with community organizations to avoid duplication.
- **Equity:** serving diverse populations, addressing disparities, and promoting inclusivity.
- **Cost-Effectiveness:** ensuring efficient use of resources to maximize outcomes.
- **Sustainability:** demonstrating the ability to maintain and grow beyond this funding.

Recommendations

Lighthouse of Southern Minnesota

Funding Requested: \$50,000

Funding Recommendation: \$38,000

Lighthouse of Southern Minnesota plans to use this aid to provide shelter, case management, and tailored programming for guests in their women and children's program. This aid amount equates to the cost of support a woman and child for approximately 587 days. Guests stay in the shelter for an average of 90 days, meaning that this funding will provide shelter and wrap-around services for up to 7 families, depending on the number of children involved and length of stay.

Semcac

Funding Requested: \$50,000

Funding Recommendation: \$44,000

Semcac plans to use this aid to provide rent, deposit, or mortgage assistance and case management for individuals facing housing insecurity. Semcac estimates that this funding will directly serve approximately 100 individuals in 20 households.

Steele County Transitional Housing

Funding Requested: \$50,000

Funding Recommendation: \$46,000

Steele County Transitional Housing (SCTH) plans to use this aid to provide monthly rent subsidies, damage deposits, eviction prevention assistance, and case management for individuals facing housing insecurity. SCTH estimates that this funding will directly serve approximately 80 households and 170 individuals, including 56 adults and 120 children.

Total Funding Recommendation: \$128,000

Next Steps

This month, awardees are meeting with Steele County staff to finalize project agreements, workplans, and budgets for their aid allocations, with the goal of all projects beginning by July 1. Awardees must submit a final report by November 21, detailing the impact of the funding and providing proof of expenses incurred. Reimbursements for actual costs will be issued in December, allowing the County to report to the state on how the aid was used and fully expend the 2024 aid by the December 31 deadline.