SAN DIEGO HOUSING COMMISSION

SDHC

REVISED on 2/9/2011

LAND USE & HOUSING REPORT

DATE ISSUED: February 2, 2011 **REPORT NO:** LUH 11-001

ATTENTION: Chair and Members of the Land Use & Housing Committee
For the Agenda of February 9, 2011

SUBJECT: FY2012 Homeless Emergency Winter Shelter Program

COUNCIL DISTRICT: Citywide

SUMMARY:
This report is intended to provide a progress report on the transition of homeless services responsibilities from City staff to the Housing Commission, to review operations of the Winter Shelter Program for 2011, and to update Committee members on planning for the Winter Shelter Program in 2012.

The Housing Commission assumed responsibility for the City's homeless initiatives in July 2010, executing a Memorandum of Understanding (MOU) (Attachment 1) to document the responsibilities and funding that would be assumed by the Housing Commission. The MOU has been signed by both parties but is technically not yet fully in effect because it is triggered by HUD approval for the Housing Commission to have direct access to Emergency Shelter Grant (ESG) funding; HUD approval is still pending. However, at this time, the Housing Commission is providing administrative support for winter shelter programs, the year-round family shelter program, and the Neil Good Day Center. Either the Housing Commission or the City may terminate the MOU for any reason by providing 90 days written notice to the other party.

As of December 31, 2010 each of the winter shelter operations had been in place for almost one month; both were operating at capacity (220 for the adult program and 150 for the veterans program). To stay compliant with nightly capacity limits, the adult program is turning away an average of fifteen persons and the veterans program is turning away about twelve veterans per day.

The adult program serves approximately fifty women and 170 men each day. For both groups, 44 percent of the participants are age is 51-61. Fifty percent describe themselves as chronically homeless; 28 percent self-declare to be severely mentally ill; at least 50 percent report a physical disability, and 10 percent are at least 62 years old.

In the veterans' program (which does not serve women on site), the largest population segment by age is 51-61 (58 percent). Eighty percent of participants describe themselves as chronically homeless; 37 percent self-declare to be severely mentally ill; 25 percent self-declare to be chronic substance abusers, and 15 percent are at least 62 years old.

Service providers are working at both locations to address barriers to permanent housing and to place participants in more appropriate housing as it becomes available and their eligibility is determined. During the next two months, program operators will continue to find placement opportunities for participants in veterans programs, transitional programs, stable housing with relatives and friends, and

other placements. As of February 1, the Housing Commission's partners in our Homelessness Prevention Rapid Re-housing (HPRP) program had explained HPRP to 150 shelter clients and had found 24 who could be eligible for HPRP assistance, which includes temporary rent subsidies and moving expenses. Twelve are now looking for apartments to rent and more are expected to exit the shelter program via HPRP in the near future. The local Veterans Administration Social Work Services team is also screening residents of the veterans' shelter to find those eligible for help through their programs. However, many winter shelter program participants will return to living outside, unsheltered, because of the lack of local affordable housing opportunities for persons with extremely low incomes.

Information from the San Diego Police Department on the adult shelter operations will be provided at the Committee meeting on February 9, 2011.

Recently, the Housing Commission released a Request for Proposals (RFP) to seek an operator for the adult program for FY2012 and is working on a location for the FY2012 program. Responses to the RFP are due March 1, 2011. The RFP invited program operators with or without a site to submit a response.

One of the most difficult planning tasks for the Winter Shelter Program each year is the actual siting of the shelter. The current site at 1625 Newton is only available for 2011 because the Monarch School has a commitment with CCDC to use that site for a school, beginning in late spring 2011. It is anticipated that in 2012, as in past years, a sprung shelter will have to be utilized for the program. Constraints for the site include: Adequate size of designated site (minimum area of 65 feet wide by 500 feet long with room for sanitation facilities, food service and medical support); condition of ground surface for sprung shelter (paved, flat, level or very close to level); proximity to public/mass transit; availability of water and electricity hook ups; near "core City area;" minimal disruptions to surrounding areas; and a preference for a city-owned or no-cost site.

The Housing Commission also released a Request for Proposals (RFP) for an operator for the veterans program. The program has been operated for several years by Veterans Village of San Diego (VVSD). Since this program is partially funded by Federal funds, procurement process requires periodic solicitations to ensure any qualified proposals are considered.

Housing Commission staff will be available at the meeting to answer any questions.

Respectfully submitted,

Cissy Fisher
Vice President
Special Housing Initiatives

Approved by,

Carrol M. Vaughan
Executive Vice President &
Chief Operating Officer

Attachment 1: Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SAN DIEGO AND SAN DIEGO HOUSING COMMISSION FOR THE PROVISION OF HOMELESS SHELTER AND SERVICES

This Memorandum of Understanding (MOU) between the SAN DIEGO HOUSING COMMISSION, a public agency (Commission) and the CITY OF SAN DIEGO, a municipal corporation (City), shall become effective upon signature of both parties.

The term of this MOU is two fiscal years, beginning July 1, 2010 and ending June 30, 2012; the MOU must be renewed one year prior to the end of each fiscal year to ensure availability and allocation of funding. This MOU shall terminate on June 30, 2012 unless extended by the Commission and the City no later than June 30, 2011.

RECITALS

WHEREAS, The City's Consolidated Plan estimates there are 6,500 homeless persons located within the City's jurisdictional limits; and

WHEREAS, The City's Homeless Programs included in the Consolidated Plan, seek to continue to expand the involvement of nonprofit entities in the provision of shelter and services to the homeless and further recognizes the need to increase the availability of shelter beds to effectively serve homeless persons with special needs in an efficient and effective manner; and

WHEREAS, pursuant to the City's Consolidated Plan, the City has provided temporary shelter and services for homeless persons (e.g., Emergency Winter Shelter, Cortez Hill Family Shelter, Neil Good Day Center, Homeless Data Management referred to as "Shelter and Service Programs") through a series of contractual arrangements with shelter and service providers; and

WHEREAS, the City desires to transfer the management of the contracts for operation of the Shelter and Service Programs;

NOW, THEREFORE, the Commission and the City agree as follows:

1. On July 1, 2010, the Commission will take responsibility for the management and oversight of the City's contracts for provision of shelter and services for homeless persons as awarded by the City prior to July 1, 2010 and as awarded by the Housing Commission and/or Housing Authority for the remaining term of this MOU.
2. To provide temporary shelter, services and assistance to alleviate homelessness:
   - The Housing Commission will use City appropriated funds (and other sources as available) to support the shelter program.

- The Housing Commission will manage the contracts to operate the Neil Good Day Center as awarded by the City to provide walk-in and referral services for homeless.
- The Housing Commission will continue to fund data management services through the Regional Task Force on the Homeless at current level ($45,000/year) if services and funding are deemed necessary.
- To assist families with access to transitional housing, case management, and support services: the Housing Commission will use Emergency Shelter Grant (ESG), Community Development Block Grant (CDBG) and any other funds available to support assistance to a minimum of 100 families through the Cortez Hill Family Center.
- The City staff will facilitate utility hook ups for shelter tent operations (Facilities Maintenance, Water, Streets). Commission will be responsible for payment of service hook ups, utility payments, and costs associated with set-up/tear down of shelter program(s).

3. Sources of Funds: the City will dedicate 100% of funds received from the HUD ESG and will dedicate CDBG funding in accordance with Council Policy 700-02 to shelter and service programs during the term of the MOU. City and Housing Commission acknowledge that the current rate of City funding does not cover the entire cost of the shelter program and is contingent upon the ESG entitlement amount, other funding sources confirmed, and Council approval during the CDBG Application process It is expressly understood that the Commission may terminate this MOU, upon ninety (90) days written notice to the City, if regular funding sources adequate to cover the provision of a tent and social services at a level of service equal or greater than that provided by the City's winter shelter program in FY2010 are not made available.
4. To ensure the Commission's ability to manage the operational contracts, the City agrees to work with the Commission and HUD to facilitate the Commission's ability to directly access the ESG funds through the Integrated Disbursement and Information System (IDIS). It is understood that this MOU will not be effective until arrangements have been completed to ensure the Commission can directly access ESG funds.
5. The Commission shall ensure compliance with CDBG, ESG, and/or other federal regulations and requirements with regard to administration and utilization of the CDBG and ESG funds and ensure all subcontract compliance through monitoring reviews are conducted by Commission staff and documented.
6. Funding available through CDBG will be subject to the City's reimbursement process. Prior to July 1, 2010 the City will provide a detailed description of the documentation that will be required from the Commission for the reimbursement of funds provided through CDBG. The City agrees reimbursement requests from the Commission will be paid within 30 days of receipt, provided said documentation is included with the reimbursement request.

7. Commission shall, in a timely manner, provide City with all ESG and CDBG data and narrative as requested to complete the Annual Action Plan , Consolidated Annual Performance Evaluation Report, and monitoring reports, and any other reports and documents required by the CDBG Program office
8. The City agrees to store, at no cost, up to two sprung tent structures used for the purpose of the Winter Shelter Program at the City's General Services storage facility located at 1950 B Street, San Diego, CA 92102 or alternative location if deemed necessary by the City. The Housing Commission and City will enter into an agreement with the San Diego Unified Port District for storage and use of the sprung tent structures.
9. In no event shall the Housing Commission's financial contribution for the programs and services covered by the MOU exceed a total of $400,000 in any fiscal year during the term of this MOU.

Either the Commission or the City may terminate this MOU for any reason by providing 90 days written notice to the other.

SAN DIEGO HOUSING COMMISSION

BY: _____

DATE: 11/29/10

CITY OF SAN DIEGO

BY: _____

DATE: 12-6-10

APPROVED:

CHRISTENSEN & SPATH LLP

A California Limited Liability Partnership

BY: _____

General Counsel

San Diego Housing Commission

OFFICE OF THE CITY ATTORNEY

Andrea Dixon Contreras pro

BY: _____

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City Attorney

City of San Diego