

ATTACHMENT 2

Cover page sheet

1. Applicant and Implementing Organization:

Applicant: City of Long Beach
Implementing Organization: Department of Health and Human Services
Specific unit or office within the implementing organization:
Homeless Services Bureau
Imp. Org's Address 1301 W. 12th Street
City Long Beach County Los Angeles ZIP Code 90813
Imp. Org's Tax ID Number 95-6000733

2. Project Director:

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4. Contact person for application, if different than Project Director:

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The applicant certifies that, to the best of his or her knowledge and belief, the data in this application are true and correct.

Name of Authorized Official
Print Thomas B. Modica
Signature  Date 12/29/21

WORK PLAN

Part 1: Implementation Unit Structure and Capacity

- ***Describe the specific unit or office within your organization that will implement the ERF Program grant. Please identify the implementing unit's mission, goals, values, geographic service area, and existing efforts and practices related to serving people living in encampments.***

As the applicant and implementing unit for the ERF Program grant, the Homeless Services Bureau (HSB) within the City of Long Beach Department of Health and Human Services is the HUD-designated Lead Agency that is responsible for the administration, coordination, and planning functions for the Long Beach CoC. The HSB facilitates and provides administrative support for the Homeless Services Advisory Committee; the CoC Board; the CoC General Membership; and related governance bodies that collectively develop policies, programs, and funding priorities towards ending homelessness.

In addition, the HSB serves as the Collaborative Applicant for the Long Beach CoC and is the only HUD designated Unified Funding Agency (UFA) in California. UFA status provides the CoC increased administrative autonomy and flexibility in how it receives and contracts funding for all projects supported by the CoC Program. The HSB also serves as the HMIS Lead Entity, which ensures consistent participation by service providers that operate within Long Beach as well as ensures compliance with HUD's data standards.

As part of its operating principles, the HSB is committed to providing relevant, timely, and empathetic services and resource referrals for individuals and families. Within the approach, there is a continual equity lens that recognizes the systemic racism and the disproportionalities that are seen within who is experiencing homelessness as well as the disparities within program outcomes. The HSB's core values ensure that participants are

served in a way that affirms of how they identify and that people are served in a trauma-informed and person-centered approach. The service framework builds upon peoples' existing strengths and involves them in the process of co-developing service goals.

The HSB provides services within the City of Long Beach jurisdiction including spaces owned by other government entities. Encompassing 51 square miles, Long Beach has a population of 466,742 residents. According to the 2020 Point-in-Time Count, 2,034 individuals were experiencing homelessness with 1,582 individuals living unsheltered. Many of those living unsheltered reside in large, high profile encampments.

The HSB also manages a range of local, state, and federal funding allocations to support the communitywide goal of ending homelessness. Aside from the CoC Program, the HSB administers the Emergency Solutions Grant (ESG). This funding has been expanded to include the CARES Act supplement from the ESG-CV allocation. Recently, the City was allocated funding through HUD's HOME American Rescue Plan (HOME-ARP), which has provided critical resources to support innovative solutions including additional interim and permanent housing solutions. The HSB also administers funding received from the state including HEAP, HHAP, CESH, and other emergency relief funding. Lastly, the HSB receives funds from the County of Los Angeles's Measure H. In total, the HSB currently manages a budget of approximately \$75 million.

As the primary operating site for the HSB and the central base for the ERF Program, the Multi-Service Center (MSC) currently houses 12 public and private partner organizations working collectively on housing. The MSC serves as one of two centralized hubs for the CES, which helps to facilitate a no "wrong door" model connecting people to services regardless of how they enter. Annually, the MSC averages 25,000+ unduplicated

visits, making the facility the primary point for homeless services. Services range from basic resources to more intensive case management and health services.

- ***Describe your organization's relevant existing partnerships and ability to develop new partnerships and collaborations in support of services to people experiencing homelessness in encampments.***

As the established partnership that will be leveraged for the ERF Program, the Long Beach Interdepartmental Team (IDT), led by the HSB, is a collaborative among City departments to respond to and address the needs of people experiencing homelessness. The IDT is comprised of the Long Beach Departments of Public Works; Police; Fire; Parks, Recreation, and Marine (PRM); and Library Services. The Public Works Department, within its Environmental Services Bureau, oversees the Clean Team that ensures that public spaces and streets are conducive to the public health of housed and unhoused residents by removing unsanitary items and cleaning public space. The Police Department deploys Quality of Life officers that are trained in outreach and assist connecting people to services. The Department of PRM ensures that parks and beach areas are activated and maintained for recreational use. Staff in that department are trained in how to connect individuals to services. The Library Services Department oversees the City's 12 branch library system and will have homeless outreach workers co-located at 3 facilities that have the highest utilization.

In addition to the IDT, there is a similar body that exists with interjurisdictional partners who have overlapping properties within the City of Long Beach but also serve beyond the City boundaries. This Interjurisdictional Collaborative (IJT) meets bi-monthly with a smaller work group between the State, County, and City that meets bi-weekly to coordinate service and response.

The Street Outreach Network (SON) is comprised of IDT direct service staff, community-based organizations, and County homeless service programs. Outreach efforts are coordinated via weekly meetings to prioritize locations for outreach, and case conferencing for specific individuals that require focused support. Outreach activities are participant-centered and include assessment, linkage to housing, case management, and a wide range of health and supportive services. The SON has bilingual staff and translation services available for CES access. Street outreach is staffed to ensure that outreach workers have time to develop rapport and provide services and housing navigation to unsheltered individuals. The SON also does care coordination with health entities for people who have co-morbid and tri-morbid conditions. The City ensures outreach is conducted in all areas of the city throughout the week.

In addition, the HSB recently launched its Intensive Case Management Services (ICMS) Program, which established partnerships with four agencies to deliver a range of critical supportive services for people attached to housing. Individuals engaged at the proposed encampment site will be matched with dedicated case managers that are able to meet with them regularly to work towards permanent housing.

- ***Describe how the entity's structure and partnerships will lead to efficient and effective implementation of the proposed ERF Program.***

Given the existing infrastructure, the HSB is well positioned to deliver the activities proposed in the ERF Program. The HSB's program division specializes in providing comprehensive case management and resources to individuals living in encampments. Led by the Homeless Services Bureau Manager, the HSB is responsible for both the administrative and programmatic operations of Long Beach's homeless response. Additional leadership support for this program will include the Homeless Services

Programs Officer, who oversees direct services and the Homeless Operations Administrative Officer who oversees the contracting, data, and finances. Within the program's division, there are multiple coordinators that will support the efforts of this program. The HSB outreach team has 7 general outreach worker positions, 2 mental clinicians, 2 public health nurses. The HSB is hiring three outreach workers that will be co-located at libraries, one of which will be at the Mark Twain library which is within the areas of the proposed encampment.

In addition to City staff, there are 12 co-located agencies at the MSC that are available to provide enhanced services for participants. These partnerships offer services ranging from physical health checkups, mental health services, veteran services, benefits advocacy, employment support, financial literacy, and job placement. The City has other partnerships with other homeless service and health service programs. These partnerships provide permanent housing assistance, preventative health education and screenings, triage for medical care, and referrals for adults and children.

All these services will be accessible to participants and leveraged in the ERF program to ensure participants are rapidly engaged in the housing navigation process towards permanent housing.

Part 2: Prioritized Encampment Site and Population to be Served

- ***In detail, describe the specific encampment site, section of an encampment, or closely linked community of encampments, being resolved. The description must include the specific location, physical size of the area to be served, the types of structures people are residing in at the site, and any other relevant or notable physical characteristics of the site to be served.***

The primary encampment site is located along a major commercial corridor at 1301 N. Warren Ave, Long Beach, and is in a densely populated area in the city with significant

foot and vehicular traffic. The site is adjacent to MacArthur Park, the Homeland Community Center, the Mark Twain Library, and various businesses and public right of ways. The encampment has been at the location in vacillating size since 2017. A significant portion of the individuals within the encampment have been experiencing chronic homelessness for over 5 years. When the City has cleaned the encampment site to ensure public health, the inhabitants have temporarily moved to the park, library, or other nearby locations and returned to the original encampment site. The City conducts regular spot cleanups around the encampment and surrounding areas averaging 28 cleanups monthly, and occasionally doing a larger scale cleaning when needed. Although outreach efforts have been successful with some people living in the encampment and surrounding area, the encampment has slowly grown over 5 years and requires increasing community resources to ensure that the area remains clean and useable for all residents. Although the main encampment is located on a sidewalk, there is a cluster of encampments that encompasses the local park, community center, and library. The total square footage of the area prioritized in this grant is approximately 1,500 feet. There is a wide range of tents, vehicles, and makeshift shelters within the encampment.

- ***Provide the number of the individuals living in the area that the applicant is requesting funding to serve, any available demographic information, and how this information was determined, including the extent to which estimates were used.***

In a survey conducted in mid-December of 2021, the encampment site had approximately 40 individuals. In reviewing multiple years of outreach documentation for this site, the number of people has been consistent over the last several years. Based on historical data, it is estimated that 25% individuals are long-term inhabitants who have not participated in services provided by the CES. Outreach data collected for the

encampment indicates a demographic makeup of approximately 70% identifying as Black, 10% White, 10% Asian, and 10% Hispanic or Latinx. Data shows 80% of the individuals identifying as male and 20% as female. Based on self-report as well as visual observations, it is estimated over half of the people within the area have a substance use or mental health issue. Most people living in the area are between the ages of 35 and 55.

- ***In detail, describe why this specific encampment site is being prioritized for resolution support. This may include concerns related to public health, safety, and environmental hazards that pose a particular risk to the people living in the target area as compared to other encampments, or demographic factors related to addressing racial equity or serving populations disproportionately impacted by homelessness. This may also include the environmental, health, and safety impact of the encampment site to the community at large.***

The encampment proposed for the ERF Program is one of Long Beach's largest and longstanding encampment sites, which encompasses multiple community amenities. The encampment poses health, safety, and environmental risks to not only those who inhabit the site but local housed residents who frequent the major business, parks, libraries, and community areas.

In determining the site to prioritize, the City assessed all potential encampments with an equity lens. This encampment had one of the highest levels of disproportionality of black people experiencing homelessness. Additionally, the neighborhood surrounding the encampment is extremely diverse in race and ethnicity and house a significant number of low-income residents. The location is also the site of multiple projects currently in development to bring additional resources and support to the community including an investment by the state to update the park and a new affordable housing development within 500 feet of the encampment, which will have a large community health clinic on site.

In looking at safety concerns, over the past two years there have been several calls for police response for incidences of violence involving people living within the encampment. The HSB and elected offices receive weekly calls from housed residents voicing concerns over safety and the ability to utilize public sidewalks, with many stating they walk on the street to avoid debris left by the encampment. The encampment also affects utilization of the local park and play area as the encampment residents and structures impede on access to the space. The neighborhood community group on average requests 2 to 3 cleanups weekly through the City service request mobile app. The library is also impacted as encampment residents will utilize the awning and entry/exit areas to get shelter from the elements. The park that is affected provides after school programs for children; however, multiple residents have reported not feeling safe in having their kids attend those programs due to regular drug use within the area.

Part 3: Core Service Delivery and Provision of Housing Options

- ***In detail, describe the proposed services and interim and permanent housing options that will be provided to individuals experiencing homelessness in this specific encampment site and describe how the proposed services will be aligned with Housing First principles, tailored to meet the specific needs of the people served and address the health and safety challenges posed by the specific encampment site.***

The proposed main intervention being offered to participants in that area is immediate access to a motel voucher so that they can exit the encampment to a stable place. Currently, the HSB utilizes two different motel locations to provide motel vouchers to people who are experiencing homelessness; however, the City is in the process of procuring additional motel sites. Throughout the pandemic, the HSB has been motel vouchering an average of 40 people per night, outside of the Project Roomkey (PRK) and Project Homekey (PHK) programs. Once enrolled, a case manager will be assigned to

them to provide connection to other services and to work on housing goals. All participants will be required to be entered into the Long Beach CES.

Long Beach has years of experience in utilizing motel vouchers; however, there are currently no restrictions on how they are distributed, which provides flexibility. This approach is designed within Housing First principles with a trauma-informed lens. People within the encampment will have no preconditions to receiving a motel voucher outside of basic rules, around guests, and behavior in common space. Participants will have their own rooms and restrooms which are locking and provide a sense of privacy, versus a more congregate open setting which for many may be too overwhelming or require too many rules for them.

Outreach will also assess and provide a range of interim and emergency housing options for anyone that wants an alternative option to the motel voucher. The other interim housing options are the Atlantic Bridge Housing Community (ABC), the Cold Weather Shelter, Long Beach Rescue Mission, and Project Achieve. Additionally, all participants will be screened for if they qualify for a spot within PRK/PHK. These sites might provide a different environment or a higher level of services that some participants may desire.

Participants will be prioritized through the CES in a Housing First approach to ensure they are considered for permanent housing resources with no preconditions or barriers. People within the encampment have been wary of participation due to a number of factors including: there have been preconditions to enroll in services; options did not meet their needs; things were not immediately available; and an overall lack of trust in systems. By providing immediate access to a room of their own, it will allow HSB to gain trust and get the people assessed and working towards permanent housing. Based on the current

CES list, a significant number of the people within the encampment will be prioritized towards the top of the CES list and will quickly receive an Emergency Housing Voucher or other PSH assistance. Additionally, people will be assessed and may be referred to rapid rehousing programs. Throughout this process, participants will have a case manager that will support them towards obtaining and maintaining housing.

- ***State how many individuals experiencing homelessness will be served by the proposed project and how the services and interim and permanent housing options to be provided will prioritize the physical and mental health and wellness of the people served while supporting their transition out of the encampment and onto meaningful pathways to safe and stable housing.***

Approximately 40 individuals reside at the encampment site who will all be served by the ERF Program in progressing them towards safe, stable, and permanent housing. The primary mechanism as to which outreach at this site will be conducted is via the SON including the newly formed Restorative Engagement to Achieve Collective Health (REACH) team. The REACH team is an innovative and trauma-informed outreach model designed by the Health Department that comprises of a public health nurse, mental health clinician, and two outreach workers to address the physical and mental health needs of people experiencing homelessness out in the field. The goal of REACH is to increase access to services while reducing the number of calls for emergency response for mental health or physical health-related situations. For anyone that does not engage in the program, outreach will continue to engage them throughout the program period.

Based upon interviews with people in the encampment, around 80% or 32 people reported that they would be interested in the approach. Participants in the ERF program will be provided an average of 6 months of a motel voucher, while they work with dedicated intensive case managers in achieving permanent housing. If the participants

are eligible, they can also be connected to Rapid Rehousing resources.

- ***Describe how the proposed activities will result in sustainable restoration of the encampment site to its original state or intended use while prioritizing the health and wellness of people experiencing homelessness.***

The encampment is across the street from MacArthur Park, which is underutilized given the debris left by the encampments. If the ERF Program proves successful, the playground, the park, the community center, the library, and the sidewalks will all be available for the community to use these areas for their intended purposes. The State has allocated \$8.5 million for the redesign of the park area, which will incorporate environmental features that restores and improves use of the park area. Additionally, a case manager sited at the library will provide a direct access point for people to receive additional connection and resolve any issues that may disrupt from the typical operations of the library.

The other benefit of the ERF program will be safe, steady, and permanent housing for the residents of the encampment. Through the alternative response and trauma-informed model provided by the REACH team, there will be an increase likelihood that participants will accept services while achieving their physical and mental health goals. Connection to permanent housing with services reduces the likelihood of people returning to homelessness.

Part 4: Coordination of Services and Housing Options

- ***In detail, describe how the entity will coordinate with other systems and describe any new or innovative partnerships established in support of this program. This may include partnerships with healthcare, behavioral health, workforce development, long term services and supports, interim and permanent housing options, and other systems of service delivery.***

Primarily through the IDT, the HSB will meet with partner departments to

coordinate the services and outreach to be provided for the encampment. The coordination will begin with outreach and engagement of the site and transition to case conferencing once an individual is participating in the program. A new incorporation of partnership will be with the County Department of Health Services team who will be providing street-based engagement around substance use with a strong emphasis on harm reduction and motivational interviewing.

Through the ICMS Program, the HSB to provide participants with a range of supportive services that will be tailored to meet the specific needs of participants. ICMS case managers will be able to assist in obtaining vital documents, as well work to increase the participant's income. Once the participant is matched to a permanent housing resource, the ICMS worker will support with finding housing and will provide supportive services as they move in.

- ***Describe any new, enhanced, or innovative partnerships the entity intends to carry out with State entities and/or philanthropy to create new or enhanced models of service delivery in support of this project.***

The REACH team is in early implementation and has been expanding its connection with both the mental health and physical health service providers and has increased the City's ability to connect in a true whole person care approach. One new partnership that will begin early next year is a new enhanced care model for people that are experiencing homelessness and will provide follow up medical care and coordination for people on the street. The City is also in conversation with several other managed care providers around potential expansion of care through Cal AIM. The HSB will ensure that as partnerships are established, and enhanced services become available that participants in the ERF program are screened for those programs.

- ***Describe how these new or enhanced partnerships will mitigate risk and address safety concerns, while ensuring a pathway for individuals living in encampments to move into safe and stable housing.***

New partnerships will allow the ERF program to focus on a wide holistic approach and will have partnerships that can approach from many different vantage points in the instance that a safety concern does arise. The services and partnerships are all being built and developed with the intent that they will support people as they are getting off of the street and will be available to support them as they are moving into housing and support them to ensure that housing remains stable. By providing comprehensive and flexible physical health, mental health, and substance abuse services, the City will be ensure safety and overall wellbeing for participants and the community.

- ***Describe how the applicant will implement a coordinated approach that is data-informed to assist individuals in the encampment and ensure future outcomes can be measured.***

Through the City's HMIS, the HSB recently implemented a street outreach module that allows outreach workers to enter participant information directly into the system while capturing geolocation data. The initial implementation will include the ERF Program. The module provides additional data capture and mobile functionality. As the Lead Entity, the HSB will ensure all service provision, contacts, demographic information, and housing retention services will be documented in the HMIS system. HSB will utilize weekly check-ins with partner departments and agencies to ensure all persons within the encampment have been engaged, offered services, and that it is being documented.

Shared data across the partnering departments will ensure that street outreach teams have the information to improve approaches with individuals at the encampment while connecting them to resources and services that are attuned to their specific needs.

This coordination will result in determining performance measures of the ERF Program

that will monitor positive outcomes of participants engaged, cost savings for maintaining public facilities, and the lessened impacts as a result of the encampments from returning.

Part 5: Ensuring Dignity, Safety, and Wellness

- ***Describe how people with lived experience were included or consulted in the planning of this project and how people with lived experience will be involved in implementing and/or assessing the impact of the project. Describe the extent to which the people living in the encampment to be served will be engaged in the implementation and assessment of the proposed project.***

In preparation for this grant proposal, the HSB Manager, Homeless Resource Coordinator, and Pandemic Response Coordinator visited the encampment and surveyed individuals that were present at the site. Conversations allowed those at the site to express their ideas for an approach that would interest them most. Multiple people stated that they would not be interested in congregate shelters due to past traumas and restrictions. City personnel asked if a non-congregate setting could be an option to interim housing and 80% of the individuals stated that they would accept a non-congregate setting, which informed the main approach of intervention within this proposal. We intend to continue to elicit feedback from people in the encampment throughout the program to adjust the approach as needed.

In addition, through a partnership with UCLA, a cohort of Master of Public Policy students are working with the Long Beach CoC to establish a Lived Experience Advisory Board (LEAB) in early 2022. This will involve the planning, recruitment, implementation, and monitoring of a local body that will engage and uplift the voices of persons with lived experiences of homelessness in the infrastructure of the CoC and broader homeless services system. The LEAB will have ability to provide feedback and input on the approaches as the ERF is being implemented and will be compensated for their expertise.

- ***Briefly describe how the proposed project and strategies exemplify Housing First values and will be non-punitive, trauma-informed, and culturally appropriate.***

Housing First is a core operating policy of the HSB and requires all agencies funded within the CoC to adhere to this principle. This project will allow participants the ability to immediately enter a non-congregate setting that most closely resembles that of permanent housing and will allow them to do so with no preconditions as well as the lowest barriers/rules that we have within any of our programs. Once participants are in the non-congregate setting, supportive services will be provided to get people to a permanent housing setting as quickly as possible, while allowing people the autonomy to determine which services and supports they want to engage in.

The Health Department implemented the Trauma Informed Systems Trauma Initiative to develop and strengthen a cross systems, citywide trauma- and resiliency-informed approach to shape policies and practices. All staff are trained in trauma informed care. The approach is designed to acknowledge that many of the people living in encampments have had significant traumas and many of those have made them hesitant to engage in services. This provides the dignity of individual rooms with controlled space and autonomy.

- ***Briefly describe any local laws, ordinances, and current or planned responses to community concerns regarding the encampment to be served, including any existing local encampment resolutions plans that may impact the project site. Describe how the entity will implement the proposed project and navigate potentially conflicting intentions, to ensure that the proposed activities support the dignity, safety, and wellness of people experiencing homelessness within the encampment site.***

Municipal Code (MC) 9.42.110 states that camping is prohibited in certain areas. The areas mentioned in the MC are sidewalks, parks after 10:00pm until 5:00 am, and other

public rights-of-way. Currently, the MC is not enforced as there is not adequate shelter for all persons experience unsheltered homelessness. However, cleaning is done to ensure public health. The Department of Public Works and PRM have a policy to post a notice to remove an encampment or belongings for 48 hours prior before a space is cleaned. The HSB's role is to provide services and engagement towards interim and permanent housing. The Police Department's Quality of Life (QOL) units build rapport with individuals experiencing homelessness and connect the individuals to resources. The partnership that has been established with the HSB, Police, PRM, and Public Works is a model that prioritizes services first before cleanups are conducted. QOL partners rarely arrest or cite individuals, instead they attempt to build rapport in the hopes that individuals will accept services. All departments balance the roles of cleaning encampments by always asking individuals present if they are interested in services and then connecting them to HSB outreach workers if they accept.

This project is aimed at moving people into a private space where they will have the resources and space to meet there needs and will no longer be within a space where the above process is needed.

Part 6: Personnel

- ***Provide a list of all positions (both administrative and programmatic) which are integral to providing services under this proposal, including their title, a brief description of their duties, and the approximate full- time equivalent (FTE) of staffing for the grant project.***

The ERF Program will involve the following positions summarized in the table below.

Many of the positions will be leveraged and not budgeted in the program.

Position	FTE	Description
Case Manager	1.0	Conducts intake, assessment, and services to people experiencing homelessness

Homeless Programs Officer	N/A	Oversees all direct services and operations of the MSC and Program Division
Mental Health Coordinator	N/A	Provides guidance and counseling services at the MSC and for the HSB.
Resource Coordinator	N/A	Facilitates partnerships and oversees the CES operations.
Outreach Coordinator	N/A	Supervises the street outreach team at the MSC.
Mental Health Clinician	N/A	Leads the REACH team and provides mental health services out in the field during street outreach.
Public Health Nurse	N/A	Provides low acuity emergency medical services out in the field as part of the REACH team.
CES Matcher	N/A	Manages the CES processes and matching to PSH
Admin Analyst	N/A	Provide administrative and financial support
Quality of Life Officers	.15	Specially trained units that outreach to persons experiencing homelessness
Patrol Resource Officer	.02	Provides connections to services and supports the Quality of Life Officers.
PRM Staff	.10	Conducts regular maintenance of public facilities at parks and libraries.
Refuse Staff	.50	Conducts regular cleanups of encampment sites.

- ***Briefly describe any factors that make the key staff for this project uniquely qualified to carry out this grant successfully. This may include specialized training, cultural competency, lived expertise, and demonstrable past success with similar projects.***

As mentioned, efforts by the ERF Program will be led by the REACH team, which is an alternative response model designed to conduct street outreach with a trauma-informed and non-punitive framework prioritizing the health and well-being of all those engaged. All staff and partners in the IDT participate in trauma-informed and resiliency training provided by the Trauma Informed Systems Trauma Initiative. Staff trainings also encompass discussions on racial equity and cultural competency as part of the City’s overall Racial Reconciliation Initiative as a response to systemic racial inequities. There are staff within the personnel that have their own lived experiences. Lastly, as stated previously, the HSB has implemented motel voucher services for multiple years.

- ***Include a resume or, if the position is currently vacant, a duty statement for all positions (both administrative and programmatic) which are integral to providing services under this proposal. Note: resumes and duty statements will not count towards the application page limit described in section D below.***

See resumes uploaded in the application. The two vacant positions are the Homeless Services Program Officer and Case Manager. Job descriptions for both positions are attached. The Homeless Services Program Officer is currently in the interview process.

Part 7: Proposed Budget and Fiscal Planning

- ***Briefly explain how the award amount requested from the available funds was determined for the size of the proposed project and number of people to be served and how this project could be scaled if more or less than the requested funds are available.***

The total requested award amount of \$1,322,281.41 for two years was determined based on the assumptions that all 40 individuals residing in the encampment would be served through this grant, the site would be restored to its original use, and preventative measures are set in place to deter future encampments from forming. Much of this request will be spent on the Motel Vouchers Program as the preferred non-congregate housing option for participants while the HSB works to prioritize them through the CES into permanent housing. The HSB will also leverage a variety of funding sources for interim housing options as described in the next section. With additional funding, the model proposed in this grant could be scaled up as a tailored approach to addressing park encampments and restoration across the City's parks system. Further, neighboring clusters of encampments around the prioritized area could be incorporated into this project with additional funding. If less funds become available, HSB and its partners would identify a smaller encampment for the project.

- ***Identify all the funds currently being used or anticipated to be used in support of the proposed project, including all federal, state, philanthropic and/or local***

funds, and the proportion of the project cost that will be supported directly through this grant.

The HSB will be leveraging a mixture of General Funds and other grant resources allocated to the City of Long Beach to provide support for the ERF Program. Federal funding will be supporting intensive case management services, Emergency Housing Vouchers, and continued activation of the Project Roomkey site as all critical supportive services and housing resources that participants engaged at the encampment site will be connected with through outreach efforts. In addition, State resources will be utilized to support the City's Project Homekey site as an interim housing option that participants may be prioritized into. Further, local County support for the City's Year-Round Shelter will be used for participants in need of additional interim housing while permanent housing can be secured. Lastly, these funding resources and proposed request in this grant will all support the City's Motel Vouchers Program, which will be the primary non-congregate shelter option offered for the participants at the encampment. Total leveraged funding totals more than \$6,000,000 annually.

Additionally, the City was recently awarded an \$8.5 million grant in Statewide Park Development and Community Revitalization Program funding from the California Department of Parks and Recreation to implement the MacArthur Park Vision Plan. This plan proposes to renovate the community center, open grass area, and playground area, add a walking/jogging trail, picnic area, shade structure, outdoor fitness equipment, outdoor seating, and sports field. The ERF grant will augment these efforts in restoring the park space back into its original use and sustain activation of the area.

- ***Describe how the proposal will maximize use of resources for program services and how the funds requested through this grant and other leveraged funds reflect an efficient use of public dollars for the intended activities and outcomes.***

The City of Long Beach is leveraging all current housing options available. The intent is to maximize all resources, including existing staff to focus on providing permanent housing to all participants in the current proposed encampment. The project budget proposal requests one Counselor II to serve as a Case Manager for the project because HSB intends to utilize existing staff to provide robust services and care for participants. HSB is dedicated to fulfilling the grant requirements and fulfilling the goals set forth in this project and is focused on ensuring effective program delivery while also being mindful of utilizing financial resources efficiently.

- ***Describe the strategies to ensure that 50% of allocated funds are expended by June 30, 2023, and 100% by June 30, 2024, as required in Health and Safety Code Section 50253.***

An Administrative Program Analyst will be assigned to this project to provide ongoing administrative support for this grant. The Program Analyst will provide financial and contractual oversight for activities delivered by the ERF Program including monitoring grant spend down monthly and that the funds are expended within the timeframe that is required. All partners associated with this grant will be in direct communication with the program lead and will check in at least quarterly to mitigate any challenges and provide updates regarding their spending. If awarded, the proper procurement processes will be in place prior to the grant start date so that there is no delay in procuring items funded through this grant and outreach services can begin.

- ***Provide a budget narrative and line-item budget that demonstrate how resources made available through this grant will be allocated. Note: The budget narrative and line-item budget will not count towards the application page limit described in section D below.***

See Work Plan Budget attached in the application.

Work Plan Budget Proposal					
City of Long Beach - Encampment Resolution Funding Program					Description
HOMELESS SERVICES BUREAU (HSB) PERSONNEL	Hourly Cost	Yearly Hours	Year 1 Cost	Year 2 Cost	
Counselor II/Case Manager	\$ 26.85	2088	\$ 56,071.15	\$ 56,071.15	Hourly rate of \$26.854 X 2088 hours worked annually = \$56,071.15 per FTE per year
Fringe Benefits (61%)			\$ 34,203.40	\$ 34,203.40	Fringe benefits include FICA, health insurance, PERS, pension bond, Medicare, and workers compensation
TOTAL HSB PERSONNEL			\$ 90,274.55	\$ 90,274.55	
PROGRAM MATERIALS AND SUPPLIES	Cost Per Unit	Quantity	Year 1 Cost	Year 2 Cost	
Outreach Materials	N/A	N/A	\$ 3,600.00	\$ 1,300.00	Outreach materials consists of hygiene kits such as feminine products, soap, deodorant, etc. for participants engaged at the site; clothing such as socks, sweats, and shirts; and costs associated with obtaining vital documents including birth certificates, social security cards, identification cards, drivers licenses, etc. Year 2 estimates account for new participants at the site that would be engaged after the initial response.
Office Supplies	N/A	N/A	\$ 250.00	\$ -	General office supplies for support staff including pens, paper, and business cards
Motel Vouchers	\$ 95.00	7320	\$ 695,400.00	\$ -	\$95 per room, 40 rooms per day, for 6 months = 183 days x \$95/room x 40 rooms
TOTAL PROGRAM MATERIALS AND SUPPLIES			\$ 699,250.00	\$ 1,300.00	
EQUIPMENT	Cost Per Unit	Quantity	Year 1 Cost	Year 2 Cost	
iPad with Wi-Fi	\$ 1,119.00	1	\$ 1,119.00	\$ 600.00	1 iPad with Wi-Fi at \$459 with an Otterbox Case for \$60 and unlimited data plan for \$50 per month for 24 months
TOTAL EQUIPMENT			\$ 1,119.00	\$ 600.00	
INTERDEPARTMENTAL PARTNERSHIPS					
Police Department	Hourly Cost	Yearly Hours	Year 1 Cost	Year 2 Cost	
Quality of Life Officer	88.683	416	\$ 36,892.13	\$ 36,892.13	Dedicated QOL officer to work a 8 hours a week for 52 weeks for a total of 416 work hours at an overtime rate of \$88.683 per hour. Hourly costs are fully loaded and include fringe benefits.
Patrol Resource Officer	88.683	40	\$ 3,547.32	\$ 3,547.32	PD will assign a Patrol Resource Officer for 40 hours at an overtime rate of \$88.683.
Total Police Department			\$ 40,439.45	\$ 40,439.45	
Department of Parks, Recreation, and Marine (PRM)	Hourly Cost	Yearly Hours	Year 1 Cost	Year 2 Cost	
PRM Staff	51.51	100	\$ 5,151.00	\$ 5,151.00	PRM will allocate program staff and subcontractual services to support maintenance and restoration services of the park and library site including landscaping, cleanups, and turf restoration. Hourly costs are fully loaded and include fringe benefits.
PRM Supervisor	74.26	50	\$ 3,713.00	\$ 3,713.00	
Parkwood Landscape Contract Staff Time	45	365	\$ 16,425.00	\$ 16,425.00	
Parkwood Landscape Contract Supervisory Cost	65	50	\$ 3,250.00	\$ 3,250.00	
Masters Encampment Cleanup Contract Cost	247	100	\$ 24,700.00	\$ 24,700.00	
Turf Restoration Seeding Cost	N/A	N/A	\$ 3,000.00	\$ 3,000.00	
Total Parks, Recreation, and Marine			\$ 56,239.00	\$ 56,239.00	
Public Works Department	Hourly Cost	Yearly Hours	Year 1 Cost	Year 2 Cost	
Refuse Supervisor	63.79	117	\$ 7,463.43	\$ 7,463.43	The Clean Team will allocate one Refuse Operator III, two Maintenance Assistant III Non-Career, and one Refuse Supervisor to perform encampment cleanups focused at MacArthur Park and surrounding areas. Six hours of service will be provided a week across three days at two hours each day. In addition, estimates include potential subcontractual services for any hazardous waste cleanups that are needed. Hourly costs are fully loaded and include fringe benefits.
Refuse Operator	51.77	312	\$ 16,152.24	\$ 16,152.24	
Maintenance Assistant	32.38	624	\$ 20,205.12	\$ 20,205.12	
Uniforms			\$ 153.00	\$ 153.00	Necessary materials and services to perform encampment cleanup protocols. Hourly costs are fully loaded and include fringe benefits.
Household Hazardous Waste for Encampments			\$ 32,000.00	\$ 24,000.00	
Safety Equipment			\$ 3,000.00	\$ -	
Tools			\$ 2,000.00	\$ -	
Disposal			\$ 4,500.00	\$ -	
Rear Loader	39.83	312	\$ 12,426.96	\$ 12,426.96	
F-150	5.64	312	\$ 1,759.68	\$ 1,759.68	
F-150 (Supervisor)	5.64	117	\$ 659.88	\$ 659.88	
Total Public Works			\$ 100,320.31	\$ 82,820.31	
TOTAL INTERDEPARTMENTAL PARTNERSHIPS			\$ 196,998.76	\$ 179,498.76	
Administration					
Administrative Costs @ 5% of Direct Costs			\$ 49,382.12	\$ 13,583.67	Administration calculated at 5% of direct costs to provide general administrative support
Total Administrative			\$ 49,382.12	\$ 13,583.67	
		TOTAL	\$ 1,037,024.43	\$ 285,256.98	
2-Year Grand Total for Budget Proposal			\$ 1,322,281.41		

December 27, 2021

California Homeless Coordinating and Financing Council (HCFC)
Encampment Resolution Funding Program

**RE: Letter of Intent
RFA Encampment Resolution Funding Program**

To Whom It May Concern:

The City of Long Beach Department of Parks, Recreation and Marine (Long Beach Parks) is pleased to provide this letter of intent to support and collaborate with the City of Long Beach Department of Health and Human Services on the project proposed in the application for the Encampment Resolution Funding Program, located at the corner of Anaheim Road and Warren Avenue.

Long Beach Parks provides award winning programs and services. Long Beach Parks serves a diverse community of over 460,000 residents, offering leisure programs and services through people, places and partnerships to residents and visitors which enhance neighborhoods and improve the quality of life in Long Beach. Part of its core services is to provide a vibrant parks system for all, perform maintenance and stewardship for high-quality parks, facilities, open spaces as well as develop strong partnerships that supplement park and recreation programs for the Long Beach community.

To support its core services and promote its goals, Long Beach Parks has the responsibility to address encampments of individuals experiencing homelessness in its parks and open spaces. Encampments not only interfere with other's rights to use the public spaces for its intended use, but they also create sanitation and safety issues for the parks, visitors, staff, contractors and surrounding neighborhoods.

Long Beach Parks has a significant need for services related to transitioning individuals experiencing homeless out of its parks and restoring parks to their original state so that the site can be used for its intended purposes. The proposed project will meet the needs of the community who rely on green spaces.

To support this project, Long Beach Parks will provide direct services to restore encampment sites in City parks to their original state and intended purposes while prioritizing health, safety and well-being of the individuals who have been living in those encampments. This effort will be done in collaboration with Long Beach Department of Health and Human Services and other City departments.

Long Beach Parks, in collaboration with Long Beach Department of Health and Human Services Continuum of Care, Interdepartmental Team, has successfully utilized its resources to address hundreds of encampments in parks by restoring sites to their

RFA Encampment Resolution Funding Program

December 27, 2021

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original state in the past year. It is critical to continue to implement innovative service delivery models and collaborative resolutions to address health and safety in parks so that parks can be used for their intended purpose. Long Beach Parks supports this project to help achieve sustainable outcomes for both recipients of services and the encampment site to be resolved.

Sincerely,



Brent Dennis

Director of Parks, Recreation and Marine



Date: December 27, 2021

To: Encampment Resolution Funding (ERF) Program

From: Joshua Hickman, Business Operations Bureau Manager

For: City of Long Beach Encampment Resolution Funding Program Application

Subject: **Letter of Support for Encampment Resolution Funding Program – MacArthur Park**

The Public Works Department is pleased to provide this letter in support of the Encampment Resolution Funding Program that is focused on Long Beach's MacArthur Park. The Clean Team, a group that is a part of the Environmental Services Bureau in the Public Works Department, will be a part of the inter-departmental group tasked with providing homeless encampment cleanups.

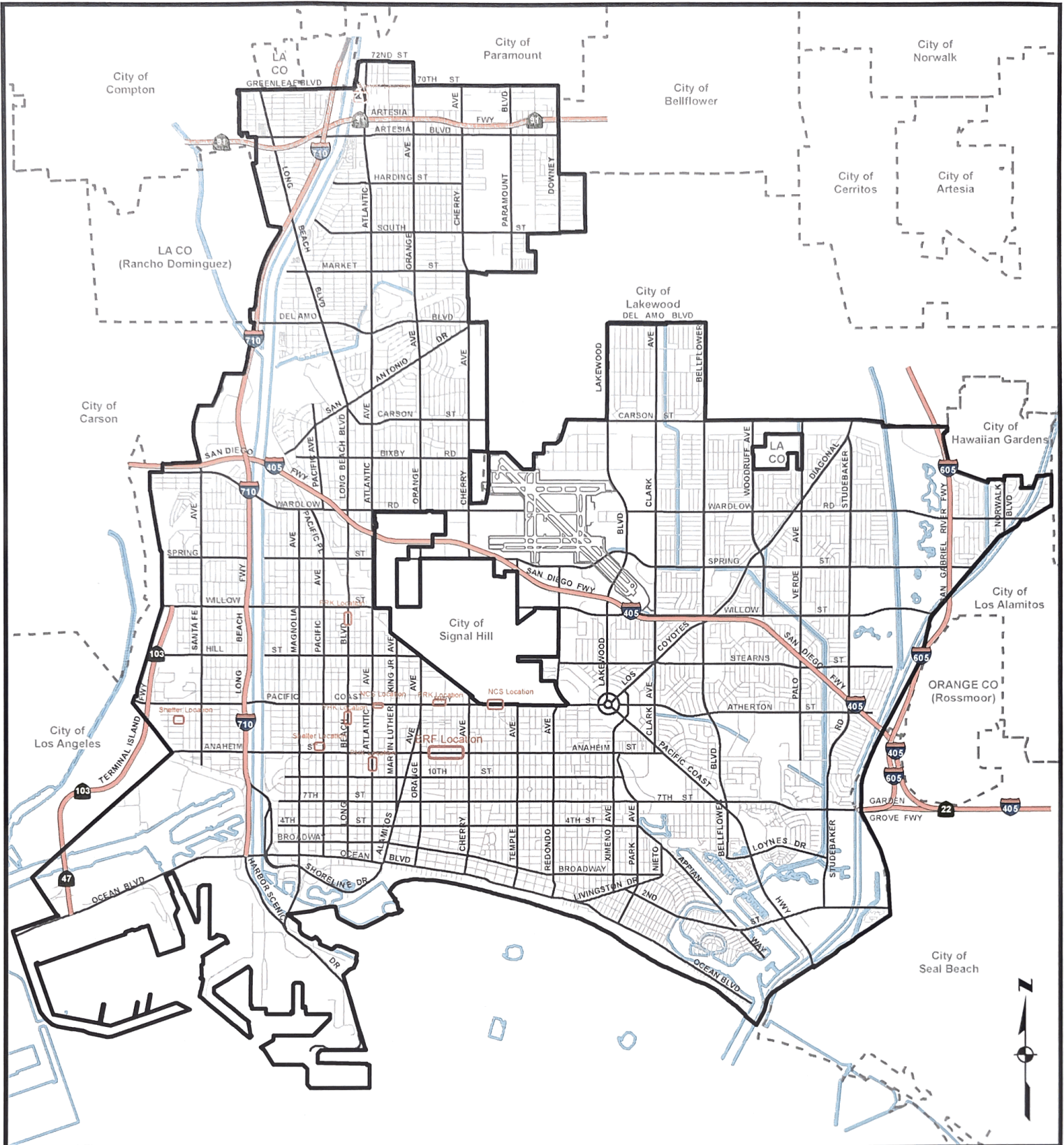
The Clean Team can provide the following services at MacArthur Park: collection of illegally dumped items, accumulated litter, and debris. Further, the Clean Team will work with Ocean Blue to ensure that any hazardous waste accumulated at the homeless encampments is disposed of properly.

The Clean Team has extensive expertise performing homeless encampment cleanups throughout the City. This funding will allow for the Clean Team to ensure that MacArthur Park is kept clean and can be used for its intended purpose. Further, the Public Works Department has a history of working with the inter-departmental groups assigned to this program and looks forward to continuing this successful partnership.

Sincerely,



Joshua Hickman, Business Operations Bureau Manager



City Map

Long Beach, CA

As of May 2021

Disclaimer
This map of the City of Long Beach is intended for informational purposes only. While reasonable effort has been made to ensure the accuracy of the data, the City assumes no liability or damages arising from errors or omissions. This map is provided without warranty of any kind. Do not make any business decisions based on this map before validating your decision with the appropriate City office.

VI. ATTACHMENTS

ATTACHMENT 1

Application Organization and Required Document Checklist

A complete application package must consist of the items identified below. Complete this checklist to confirm the items are included in your application. Place a check mark or "X" next to each item that you are submitting to the State. For your application to be responsive, **all required documents listed below must be returned with bid**. This checklist must also be returned with your bid package.

Name/Description

- _____ Required Attachment Check List (Attachment 1)
- _____ Cover Sheet (Attachment 2) signed by authorized representative
- _____ Work Plan (maximum of 20 pages)
- _____ Work Plan Budget
- _____ Proof of insurance coverage
- _____ Two Letters of Support
- _____ Staff resumes or Duty Statements for key personnel or position identified who will provide RFA related duties during the grant period