

SUBMISSION PORTAL OVERVIEW

Is the Application a "Test" Submission?

No, this is my official Submission.

Part 1: ADMINISTRATIVE INFORMATION

Application Window

This application is being submitted in the following application window:

Window #1, 12/1/2022 - 2/28/2023

Eligible Applicant

Select the eligible applicant's jurisdiction type.

City

What is the name of the city or county?

City of Oxnard

Implementing Organization

Implementing Organization

Ventura County Continuum of Care

Specific Unit or Office Within the Implementing Organization

County of Ventura - County Executive Office

Implementing Organization's Address

800 South Victoria Avenue

City

Ventura

Zip Code

93009

County

Ventura County

Implementing Organization's Tax ID

Number

96-6000944

Project Director

Name

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Title

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Grant Administrator

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Name

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Authorized Representative

Name

Emilio Ramirez

Title

City of Oxnard Housing Director

⚠️ This Application uses character limits ⚠️

Reaching these limits is not required. Competitive responses may fall well short of these limits.

Part 2: PROPOSAL OVERVIEW

People Served

Number of people currently residing in prioritized encampment site

75

Of people currently residing in prioritized encampment site, how many will be served by this proposal?

75

Given the potential for inflow of people into the prioritized encampment site, how many people are projected to be served across the entire grant period?

110

Of people projected to be served across the entire grant period, number of people projected to transition into interim shelters

60

Of people projected to be served across the entire grant period, number of people projected to transition into permanent housing

75

Is the prioritized encampment site part of a larger encampment area?

No

Encampment Information

1. Briefly describe the characteristics of the people residing within the prioritized encampment site. The description must include demographics and may include household compositions, disabilities, and projected service and housing needs. (1500 character limit)

The City of Oxnard has two large homeless encampments with a total of 75 individuals experiencing homelessness. Local homeless service providers have provided outreach and HMIS assessments to determine the individual housing needs and wrap around services. The demographics include single adults, 46 male and 29 female. In addition, 75% of individuals are Hispanic, 23% are Caucasian and 2%

are Black. Based on the assessments conducted, the majority or 90% of individuals self-reported mental health conditions and substance use disorders. 10% have also self-reported physical disabilities. Homeless service providers and the Oxnard Police Department has documented the length of stay for chronic homelessness documentation. The majority will likely qualify for Permanent Supportive Housing with documented disabilities and would be prioritized through the Coordinated Entry System.

2. Briefly describe physical characteristics of the prioritized encampment site in which the people you are proposing to serve are residing. The description must include the specific location, physical size of the area, the types of structures people are residing in at the site, whether vehicles are present, and any other relevant or notable physical characteristics of the site. (1000 character limit)

There are two prioritized encampments in the City of Oxnard. The first one is approximately one quarter mile in size and is located near the corner of 5th Street and Harbor Ave. It is situated along the side of a canal approximately half a mile from the Pacific coast and is situated on private property. There are wood structures, tents, RVs and approximately 20 vehicles on the site. The site is unsanitary and serious health and environmental concerns have been raised due to the lack of running water, plumbing and garbage disposal and its proximity to the Pacific Ocean. The second site is a 500' long stretch named Ormond Beach that is a wetland and bird-watching area. To the northeast there is a watershed easement area with a canal that runs into the Pacific Ocean and Private lands conserved by The Nature Conservancy. On the east side of the canal is an area known as the 'slag pile' which is an EPA designated Superfund Site. This site contains wood structures, tents, RVs and vehicles.

3. Why is this particular encampment site being prioritized? (1000 character limit)

These two encampments have been prioritized by the City of Oxnard due to the health risks faced by the inhabitants of both. There are serious environmental concerns with the 5th & Harbor site since the lack of running water, plumbing and/or garbage disposal have affected nearby protected lands and waters. In addition to having the same site conditions as the 5th & Harbor, the second site this site is adjacent to an EPA designated superfund site that was previously the site of a scrap metal recycling facility. The encampment is steadily growing and there is a worry that people will eventually move onto the superfund site. In addition, these locations have created unique challenges for first responders with warming fires, unsanitary conditions and regular calls for service to law enforcement. Street outreach services are offered regularly to provide basic needs and medical services to those with health conditions.

Attachment: Map

5th and Harbor Map.pdf

McWane_Perkins Map.pdf

4. Is the prioritized site on a state right-of-way?

No

Proposal's Outcomes

5. What are the outcomes this proposal seeks to accomplish by the grant close (6/30/2026)? If funded, what are the primary activities you are planning to implement to achieve the proposal's outcomes? (1000 character limit)

A 110-bed emergency shelter project with 55 PSH units, including another 35 PSH unit project will provide case management and housing navigation with a projected opening date in early 2024. Interim shelter would be provided through the ERF grant with wrap around services to include CalAIM health care and behavioral health services. The outcome goal will transition 100% of clients from encampments or interim shelter to permanent housing destinations once the PSH units are move in ready. Housing navigators will assist with chronic homelessness documentation to prioritize clients for PSH units.

6. How will the applicant measure progress towards the proposal's outcomes? (1000 character

limit)

Referrals will be made through the Coordinated Entry System and ensure data is collected in HMIS to track outcomes and performance. HMIS quarterly reporting will measure the number of clients served, the length of time homeless, the number connected to mainstream benefits, the number of exits to permanent housing destinations and measure housing retention once permanently housed. In addition, Housing and Service Plans for participants will be created together with case management to monitor status, adjust goals, and/or re-evaluate client needs and eligibility for housing-specific programs. Monthly follow up meetings with participants will help measure progress and ensure that engagement expectations are met.

7. Are there any local ordinances, resources, or other factors that may hinder achieving the proposal's outcomes? If so, how will the applicant navigate these challenges? (1000 character limit)

The City of Oxnard City Council has already approved this proposed navigation center projects to transition clients from the encampments into interim sheltering for a pathway to permanent housing. The City of Oxnard has also entered into a cost sharing agreement with the County of Ventura for the 110-bed emergency shelter with 55 PSH units. The County of Ventura will provide assistance with this relocation through street outreach, backpack medicine and behavioral health services. The challenge will be offering people living in encampments options for non-congregate shelter versus congregate shelter so this proposal includes interim sheltering through motel vouchers.

8. Is this proposal a standalone project or part of a larger initiative?

Standalone

Part 3: IMPLEMENTATION

Core Service Delivery and Housing Strategies

9. Describe the proposed outreach and engagement strategy, case management, and / or service coordination for people while they are continuing to reside within the encampment site. Quantify units of service to be delivered including the ratio of staff to people served, frequency of engagement, and length of service periods. (2000 character limit)

Street outreach services include local homeless service providers who are trauma informed and HMIS licensed to complete assessments and make referrals through the Coordinated Entry System (CES). Outreach includes a multifaceted team with medical and behavioral health services. Engagement consists of weekly contacts to develop rapport and trust to connect individuals to interim shelter and permanent housing. CES has protocols in place to ensure persons have immediate access to assistance with obtaining permanent housing. Case management and housing navigation will be provided to assist with overcoming barriers to obtain housing. Street outreach has been tailored to partner with local law enforcement to reach persons that do not seek services on their own. In terms of the ratio of staff to people served, there are 6 health care staff, 3 behavioral health staff, and 6 social services staff to serve 75 individuals living in the encampments on an ongoing basis by leveraging County of Ventura staff. This proposal includes a dedicated team from the County of Ventura Health Care for the Homeless team to offer ongoing support and assistance with each client's housing plan.

10. Describe the role of Coordinated Entry in the context of this proposal and how Coordinated Entry policies or processes will support and / or hinder the implementation of this proposal. (1000 character limit)

The Ventura County Continuum of Care (CoC) utilizes a standardized assessment that is customized to reflect its values and approach. CES assessments gather low barrier eligibility criteria for all project types for immediate referral. Homeless Management Information System (HMIS) is then used to collect assessment and referral data as part of CES. CES assessments provide detailed data and reporting that is used for system, project planning and resource allocation. Written policies/procedures detail the CoC's CES assessment process, including documentation of criteria used for uniform decision-making across access points and for permanent housing resources, regardless of projects. CES is reviewed annually to ensure eligibility criteria is low barrier, Housing First compliant and appropriate for each project type to ensure diversity, equity and inclusionary framework and tested to ensure that CES is appropriately matching people to the right interventions and levels of assistance.

11. Please describe the interim shelter and permanent housing opportunities proposed to support this proposal and provide evidence of the applicant's demonstrated ability and commitment to deliver permanent housing for people residing in the prioritized encampment. (2000 character limit)

This proposal seeks to exit and transition participants into permanent housing. The two proposed projects reflect a total of 110 beds, plus 90 PSH units. Each individual room will have a private entrance equipped with doors and keypad locks with some rooms being ADA-compliant. Key site elements and amenities include a dining area, private meeting spaces for clients and service providers, laundry facilities, social areas (green space), dog run, bike racks, parking, storage for site and client supplies and landscaping. Community Partners and Many Mansions are experienced operators that have extensive experience successfully operating interim housing like that being proposed, including many interim housing communities in the Los Angeles region. Many Mansions will also work to ensure compliance in commitments and coordinate with the County's Continuum of Care (Pathways to Home) regarding referrals, CES, reporting, etc. The Community Development Partners team has the experience, resources and is mission orientation to ensure that this interim housing community will be successful. Many Mansions (project consultant) is also an experienced real estate developer having developed many affordable rental communities in Thousand Oaks and Ventura County for over 35 years. This includes experience in entitlements, Building Codes, utilities and general construction, as well as extensive involvement with

community and neighborhood outreach. Many Mansions will lend its strong reputation and experience to this project and will take the lead to intensively develop deep community and neighborhood outreach.

12. Describe how this proposal is tailored to meet the needs and preferences of people residing within the prioritized encampment. (1500 character limit)

The Ventura County CoC has conducted targeted outreach to engage people with lived experience in homelessness and established a new workgroup in 2022 to open lines of communication. Staff have solicited feedback from the workgroup and those living in encampments to better understand the preferences of housing and services. Preferences include low barrier models with non-congregate spaces. People residing in encampments would prefer to stay in their city of residence. The proposal includes these preferences with a low barrier, housing first model and non-congregate shelter within the city limits.

Table 1: Projected Living Situations Immediately Following the Encampment

Briefly Describe Each Projected Living Situation Immediately Following the Encampment	Is This Permanent Housing?	Quantify The Capacity (e.g., number of beds/units, frequency of bed/unit availability)	Prioritized or Set-Aside for ERF-2-R?	Is this living situation funded by ERF-2-R and / or Leveraged Funds?	% of Served Persons Projected to Fall Within This Living Situation
Non-congregate shelter	No	60	Set-Aside for ERF-2-R	ERF-2-R	80
Permanent Supportive Housing	Yes	90	Prioritized	Leveraged	20

Table 2: Projected Housing and Service Pathways to Permanent Housing

Describe Projected Housing and Service Pathway to Permanent Housing	Quantify the Capacity of the Housing and Service Pathway	Is this Housing and Service Pathway Funded by ERF-2-R and / or Leveraged Funds?
Casa de Carmen is currently under construction to create 55 PSH units in the city of Oxnard	55	Leveraged
Central Terrace is currently under construction and will offer 35 PSH units in the city of Oxnard.	35	Leveraged

Table 3: Strategies to Mitigate Displacement

Strategy	Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?
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Street outreach will provide immediate assistance with obtaining shelter and permanent housing. The multifaceted team works with law enforcement and includes health care, behavioral health and homeless service providers.	Leveraged
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Peer support with persons with lived experience will provide support and build rapport with unsheltered persons to build trust and engagement.	Leveraged
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Table 4: Strategies to Mitigate Returns to Unsheltered Homelessness

Strategy	Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?
CoC Coordinated Entry System case conferencing allows case managers to present cases that are at risk of homelessness to provide wrap around services and interventions to assist with housing retention.	Leveraged
CoC provides technical assistance and training on best practices for housing retention support using a Housing First approach and provides connections to mainstream benefits.	Leveraged

13. Describe how this proposal considers and plans for the dynamic nature of encampments including potential inflow of people into the geographically served areas. (1000 character limit)

Street outreach teams will continue to work with those living in encampments, to offer immediate placements through the navigation center and complete CES assessments to make referrals to permanent housing placements. This outreach is provided on a weekly basis to ensure people experiencing unsheltered homelessness are connected to services. Law enforcement will continue to work closely with homeless service providers to ensure referrals are made as needed.

14. Describe how this proposal will support individuals with continued access to and / or the storage of their personal property. (1000 character limit)

Special consideration was given for resident belongings and the project designs will include additional storage for personal possessions including the installation of onsite bicycle racks. At site entry, searches will be conducted for weapons and/or other banned substances/belongings. Prohibited items will not be allowed on site, but storage in designated areas will be provided.

15. Describe how this proposal will support individuals with service animals and/or pets. (1000 character limit)

Key site amenities for service animals/pet owners include social areas with green, open, landscaped space and a dog run. In addition, Buddy Nation readily provides support for (homeless) pets with veterinary care, spay/neuter services, food & supplies when these cannot be afforded. Housing-focused case managers will also partner with participants when searching for PH that meets their pet needs, ensuring the pet safely transitions with its owner.

Budget and Resource Plan

16. State the total amount of ERF-2-R funds requested.

\$4,015,638.88

17. State the estimated dollar value of secured, non-ERF-2-R resources that will help meet this proposal’s outcomes.

\$186,619.66

18. Identify and describe these non-ERF-2-R resources. (1000 character limit)

The City of Oxnard project support, grant administration, and contracts management.

19. Describe how the proposal is a prudent and effective use of requested funding relative to the number of people it seeks to serve and the types of services and housing to be provided in the proposal. Include an explanation of how the requested ERF-2-R amount was determined. (1000 character limit)

In addition to the 110-bed emergency shelter with 55 PSH units, 35 units of PSH will be available by early 2024 for those who are PSH eligible and can be permanently housed from the encampments or from the navigation center. This will allow a pathway to housing for all individuals being served through this grant. The amount of funding requested for this ERF is based on the development costs for the navigation centers, emergency motel vouchers and ongoing street outreach to support the efforts to provide immediate shelter and housing from the encampments. The City of Oxnard completed a Request for Proposals process to determine the developers of the projects.

Attachment: Standardized Budget

ERF-2-R, Budget Template_OxnardERF.xlsx

Key Entities and Staff

20. First, describe the implementing organization and specific unit or office within the implementing organization that would administer ERF-2-R. Then, describe their role and primary responsibilities for this proposal. Finally, if these entities have managed a complex homelessness project or grant, describe how those experiences informed this proposal. (1500 character limit)

While the City of Oxnard would implement the project and administer the grant, Community Development Partners is developing Casa de Carmen and Many Mansions is developing Central Terrace. Mercy House will operate the 110-bed emergency shelter and take the lead in responsibilities that include site maintenance and supportive service management. For the ERF-2-R funding, the County of Ventura Health Care for the Homeless program staff will manage the interim shelter operations, provide case management and housing navigation over the grant term. This includes having full oversight of the shelter once it opens and working with local service providers to ensure all clients are provided adequate support to ensure self-sufficiency and permanent housing placement. Site responsibilities would also include day-to-day operations, case management, site supervision, security, meals and providing supportive services.

Table 5: Key Staff

Title	Currently Filled Position?	FTE of Staffing for This Proposal	Funded by ERF-2-R and / or Leveraged Funds?	Brief Description of Duties
County Health Care for the Homeless	Yes	1.00	ERF-2-R	Program administration of interim shelter operations and supervises outreach staff..

Program Manager				
County Health Care for the Homeless Outreach Specialist	Yes	1.00	ERF-2-R	Establish and build relationships during engagements with persons living in encampments. Formalize service agreements and work with clients to get 'document ready' for housing.
County Health Care for the Homeless Outreach Specialist	No	1.00	ERF-2-R	Facilitate the transfer from the encampment to the motel and provide referrals and linkages for needed services. Develop housing plans and present clients for permanent supportive housing.
County Health Care for the Homeless Case Manager	No	2.00	ERF-2-R	Oversee project operations and integrate the project with existing Health Care for the Homeless services and other supports.
County Health Care Agency Project Manager	Yes	0.40	ERF-2-R	Manage day to day activities of project staff.
County Health Care Agency Case Management Director	Yes	0.10	Both ERF and Leveraged	Develop and review case management services and the overall project design; oversee case management operations to ensure that processes are in alignment.
City of Oxnard Project Manager	Yes	0.40	Both ERF and Leveraged	Provide fiscal management of the project and manage subcontracts,

21. First, describe key partners that will collectively pursue the proposal's outcomes. Then, describe their role and primary responsibilities for this proposal. Finally, if these entities have managed a complex homelessness project or grant, describe how those experiences informed this proposal. (1500 character limit)

Community Partners would be responsible for project development at Casa de Carmen. Many Mansions, which has a long history of local development and supportive housing experience, would be de developer for Central Terrace. Both agencies have a great deal of experience in working through government entitlements and coordinating with state entities and local authorities to ensure projects are developed and placed into service in a timely manner. Community Development Partners has over 12 years experience while Many Mansions has more than 43 in providing well-managed, service-enriched, affordable housing for low-income residents of throughout Ventura County. Many Mansions owns and manages 20 properties in Ventura County with 600 units of affordable housing, provides services to approximately 1,550 adults and 425 children and delivers on-site services that include job training, case management, homework tutoring and career preparation. Many Mansions is the leading provider of supportive housing in the area

and has an additional 250 units of affordable housing in development/construction in the County.

22. Describe specific examples of how Local Jurisdiction(s) and the CoC have collaborated on the design and implementation of this proposal. (1000 character limit)

Community Development Partners and Many Mansions have collaborated in proposing to the CoC, feasible and effective plans for the City of Oxnard's Navigation Center. Through this unique partnership, the two agencies have developed this proposal that includes all project aspects from the development phase to full operational implementation. Each organization has independently completed and contributed to the successful development and operation of interim housing projects throughout Southern California and have ample experience dealing with similar projects. Many Mansions' community involvement, established network and overall knowledge, combined with Community Development's innovative approaches to expedite the development of interim housing, all give credence to the proposed project and its success. The CoC and the two partner entities share a passion for supporting individuals experiencing homelessness.

Optional Upload: Evidence of Cross-Jurisdictional Collaboration

Casa de Carmen - Support Letter sig.pdf

Letter of Support (Central Terrace).pdf

Police Chief Support Letter.pdf

23. Identify any entities that have a right to and/or control of the property upon which the encampment site resides and discuss whether each of these entities committed allowing the implementation of this proposal. If they have not committed, please explain how you have or plan to engage with this entity to implement your proposal. (1000 character limit)

The encampment that is located near the corner of 5th Street and Harbor Ave is located along the side of a canal approximately half a mile from the Pacific coast and is situated partly on private property. The City of Oxnard has committed to partnering with the landowner to safely relocate encampment residents in a timely manner. The other is a wetland with a watershed easement area with a canal that runs into the Pacific Ocean. Located adjacent to this area is "slag pile" which is an EPA designated Superfund Site. The site also contains wood structures, tents, RVs vehicles and trash. A few years ago, this site had been cleaned up and had inhabitants successfully and safely relocated. Encampments have reoccupied the area. Both locations have created unique challenges for first responders with warming fires, unsanitary conditions and regular calls for service to law enforcement. The City of Oxnard has committed to relocating all encampment residents to shelter and permanent housing.

Centering People

24. How were persons with lived experience meaningfully incorporated into the planning and proposed implementation of this proposal? Please identify whether any perspectives were incorporated from persons that are currently unsheltered and / or formerly or currently residing within the prioritized encampment. (1000 character limit)

When developing the project, the City of Oxnard, Community Partners and Many Mansions consulted the County's Homelessness Action plan that incorporates feedback from those with lived experience involving unsheltered, sheltered, and homeless prevention programs. In addition, the organizations conducted interviews with current encampment residents. Since the two encampment sites have been growing for the past 2 years, local law enforcement, the Police Department and County Sheriff's Office, and local street outreach staff have interacted with the residents and developed a level of rapport that has allowed them to gather some feedback for design and development consideration.

25. Briefly describe how the proposal exemplifies Housing First approaches as defined in Welfare and Institutions Code section 8255. (1000 character limit)

Community Development Partners and Many Mansions utilize a Housing First model for all their low barrier

shelters and programs to quickly move individuals, regardless of sobriety, poor financial history and/or criminal background, through the housing continuum. Staff are trained in the Housing First, low barrier principles and other evidence-based practices. This also includes motivational interviewing to help engage participants in reaching their housing goals and encourage them to access the needed services to meet them. Community Development Partners and Many Mansions prioritize placement into permanent housing and utilizes client centered counseling, case management and housing navigation services to identify appropriate permanent housing, prepare individuals for transition to permanent housing and makes sure individuals have the resources to retain it.

26. Briefly describe how this proposal will center an individual's choice and provide trauma informed services and supports. (1000 character limit)

The project's design firm applied an evidenced-based practice of trauma-informed design. This design process always begins with a deep dive into client goals and vision to develop a supportive and responsive environment. The designs not only give people access to basic needs, but also ensure a positive and successful delivery of supportive services that foster a constructive environment where people can begin to "think forward" and rebuild their lives in a safe and comfortable space. While evaluating site feasibility, the City of Oxnard and the operating agencies visualized a "softer design," with as few angles as possible. This approach results in a site that has no institutional feel. Research demonstrates this type of design is more conducive to positive outcomes for residents. All design elements were taken into consideration to ensure a trauma-informed methodology was utilized as it relates to the environment/program design.

27. Describe how this proposal will operationalize harm reduction and provide services that improve a person's health, dignity, and safety while they continue to reside within the prioritized encampment site. (1000 character limit)

Both sites will implement a Harm Reduction Policy to ensure staff follow and engage in non-judgmental communication with participants who are alcohol and/or substance users. Trained staff will offer support through psychoeducation so participants understand the potential risks associated with substance use and work towards reducing any dangerous behaviors. Participants will be provided with resources and encouraged to access available services when willing. While alcohol or illegal substances on the site will not be allowed on site, the operating agencies will follow Harm Reduction principles by not enforcing sobriety for individuals at the time of enrollment or during their participation. To encourage trust, site operators will provide special lockers for participants to ensure substance use is not a barrier to their program participation. Sharps containers will be provided on site to provide access to safe disposal and have NARCAN available for emergency use.

28. For encamped locations that are objectively dangerous, describe how the proposal will seek to prevent harm for people experiencing unsheltered homelessness in these locations. (1000 character limit)

County Health Care for the Homeless staff implement Trauma Informed Care (TIC) in its practices by creating a physically and psychologically safe environment where individuals can feel comfortable and encouraged to seek support to process their trauma. Staff are trained in motivational interviewing to engage participants in services, assess individuals through a sensitivity lens, connect individuals to services that will help them process and heal from trauma, and help empower our participants, all while in a calm and tranquil setting. Ongoing street outreach teams offer support with law enforcement partners. The City of Oxnard will ensure that the program design was completed with a Trauma Informed lens and TIC principles were incorporated into site development.

29. Identify what controls are or will be in place to ensure that all ERF-2-R funded parties will not penalize homelessness. The term "penalize homelessness" means to impose, by a governmental unit, criminal or civil penalties on persons who are homeless in a manner that is related to those persons' engagement in necessary human activities, including sleeping, resting, and eating. (1000 character limit)

The City of Oxnard works closely with homeless service providers to ensure basic needs and referrals to

housing, shelter and services are provided through street outreach efforts. Individuals living in the encampments are not forced to move on from those locations but rather offered support through a compassionate approach to build rapport.

30. Describe how this proposal considers sanitation services for people residing in the prioritized encampment. This may include but is not limited to non-intrusive, curbside waste removal and access to clean and available bathrooms. (1000 character limit)

Street outreach staff have fully engaged with the City of Oxnard to address and evaluate key elements pertaining to sanitation services. Interim sheltering will be offered through motel vouchers and local public bathrooms will be available to those who are residing at the encampments. The City of Oxnard will provide trash bins and assist with waste removal per city standards. This project will adhere to all final City Codes and Fire Department Conditions of Approval.

Accelerated Timeline

31. How is your community currently supporting and / or engaging with people residing within the prioritized encampment? (1000 character limit)

Support for the project and its operations have come from local and community involvement. Many Mansions has utilized the existing network of churches and synagogues, especially those already involved in local Programs to assist participants with food, clothing, transportation, on-site programs, in-kind donations and other support. Local food banks – Manna, Foodshare and Food Forward, would assist with providing food and meals. To the extent volunteers are used in site operations and programs, Community Partners and Many Mansions would also draw upon this network for assistance. County Health Care for the Homeless staff are currently working with several nonprofit organizations to offer services.

32. If this proposal is selected, in advance of receiving funding, what steps will your community take to support the people living in the encampment and swift implementation of this proposal? (1000 character limit)

Street Outreach staff will continue to build rapport and explain the upcoming options for interim shelter and permanent housing units. Two weeks before the expected opening of the PSH site, all staff will prepare for expected new clients by preparing documentation needed for intake, ensuring units are move in ready and making final site preparations for full occupancy. Community Development Partners and Many Mansions will hold Open Houses for the community to come and tour the site before the grand opening, promoting full transparency with the community. Site tours and photo ops will be offered for 2-3 days. Service providers, community partners and the general public will be invited on site to answer any questions anyone may have on services being provided. Once the sites are open, both agencies will offer 3-6 intakes a day to ensure the site meets capacity expectations as soon as possible. Both partners anticipates needing 1-2 weeks to meet full capacity.

Table 6: Projected Milestones

Outreach to the people residing in the prioritized encampment site began / will begin in month ____.	This proposal will reach full operating capacity in month ____.	The first planned exit of a person or household from the prioritized encampment will occur in month ____.	The last planned exit of a person or household from the prioritized encampment will occur in month ____.
May2023	July2023	December2023	August2024

Attachment: Standardized Timeline
ERF-2-R Project Timeline_Oxnard_02.23.xlsx

Applicants must use the [ERF-2-R Timeline Template](#) available on box.com

CERTIFICATION

Before certifying, applicants are strongly encouraged to review the NOFA.

I certify that all information included in this Application is true and accurate to the best of my knowledge.

Name

Jennifer Harkey

Title

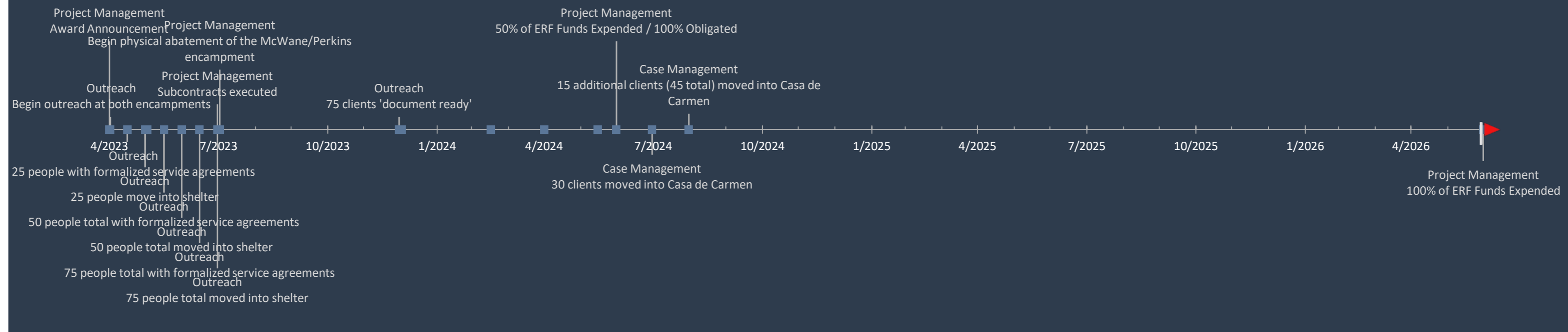
Ventura County CoC Program Director

Email

jennifer.harkey@ventura.org

**ERF-2-
R**

JURISDICTION



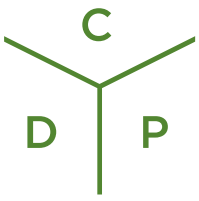
**Project
Milestone**

Date	Milestone	Category	Vertical Position	Additional Detail for Milestone
4/30/2023	Award Announcement	Project Management	140	
5/1/2023	Begin outreach at both encampments	Outreach	20	VCHCA and Salvation Army conducts outreach and creates a by-name list along with identified needs.
5/15/2023	25 people with formalized service agreements	Outreach	-20	Invite encampment inhabitants to program, and if person agrees, formalize service agreements.
5/30/2023	25 people move into shelter	Outreach	-60	Combination of already available congregate shelter and encampment response project motel rooms.
6/1/2023	Begin physical abatement of the 5th and Harbor encampment	Project Management		In coordination with Oxnard Police Department, Code Compliance, City Attorney and Environmental Resources
6/15/2023	50 people total with formalized service agreements	Outreach	-100	Invite encampment inhabitants to program, and if person agrees, formalize service agreements.
6/30/2023	50 people total moved into shelter	Outreach	-140	Combination of already available congregate shelter and encampment response project motel rooms.
7/15/2023	75 people total with formalized service agreements	Outreach	-180	Invite encampment inhabitants to program, and if person agrees, formalize service agreements.
7/30/2023	75 people total moved into shelter	Outreach	-220	Combination of already available congregate shelter and encampment response project motel rooms.
7/30/2023	Subcontracts executed	Project Management	40	
8/1/2023	Begin physical abatement of the McWane/Perkins encampment	Project Management	95	In coordination with Oxnard Police Department, Code Compliance, City Attorney and Environmental Resources
12/30/2023	75 clients 'document ready'	Outreach	20	Homeless and Chronic Homeless verification, disability verification, proof of income, bank statements, SS card, birth certificate, ID, veteran status, ID card
1/1/2024	Begin presenting clients for Permanent Supportive Housing	Case Management		Pathways to Home CES Meetings. Preference for clients of encampment resolution program.
3/16/2024	Central Terrace completed construction	Place		30 units of Permanent Supportive Housing
4/30/2024	30 clients moved into Central Terrace PSH	Case Management		
6/14/2024	Casa de Carmen completed construction	Place		56 units of Permanent Supportive Housing
6/30/2024	50% of ERF Funds Expended / 100% Obligated	Project Management	140	Statutory Deadline for 50% of ERF funds to be spent and 100% Obligated
7/30/2024	30 clients moved into Casa de Carmen	Case Management	-40	
8/30/2024	15 additional clients (45 total) moved into Casa de Carmen	Case Management	25	
6/30/2026	100% of ERF Funds Expended	Project Management	-50	Statutory Deadline for 100% of ERF funds to be spent

PROJECT TIMELINE TIPS

1. Fill in the light blue cells to customize this template with your project's specific milestones.
2. Insert entire rows to the Project Milestones table to add additional milestones.
3. Column B should be a date
3. Column C should be the milestone name- however your team refers to it.
4. Column D provides a dropdown menu with options to help categorize milestones into broad groups. To add an option, go to sheet 1 and add the option in one of the green calls at the bottom of the list.
5. Column E Indicates the *Vertical Position* of milestone markers in the Project Milestones table at the top of the sheet. Changing this number allows you to change the vertical position of the milestone relative to the horizontal axis. Use positive numbers to position them above the axis and negative numbers to position them below.
6. Column F is a space to provide additional context, detail, or description for a specific milestone.

	ELIGIBLE USE CATEGORY	<5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-2-R PROPOSED BUDGET	LEVERAGED FISCAL SUPPORT	2 SENTENCE DESCRIPTION
Guidance and Intended Use	This budget template may be slightly modified to meet local needs. If awarded funding, this budget, once approved, will serve as your community's official project budget. Any changes to this budget must be authorized through the change request process.	Use dropdowns. See NOFA, III. A.	Enables Cal ICH to immediately understand the line item.	Enables Cal ICH to associate the line item with specific entities or parts of a proposal.			Only ERF-2-R Funds	Non ERF-2-R Funds That WILL be Used to Support this Proposal	Enables Cal ICH to better understand the line item, context, and / or other pertinent information related to the proposed line item.
PERSONNEL COSTS				MONTHLY SALARY	FTE	MONTHS			
	Street Outreach	Case Management & Outreach Manager	Ventura County Health Care Agency	\$6,382	1.00	18	\$114,870.06		Supervises Outreach and CM team.
	Street Outreach	Outreach Manager fringe benefits	Ventura County Health Care Agency	\$2,680	1.00	18	48,245.94		Establish and build relationships during engagements with persons living in encampments. Formalize service agreements and work with clients to get 'document ready' for housing.
	Street Outreach	Outreach Specialist	Ventura County Health Care Agency	\$3,298	1.00	18	\$59,364		
	Street Outreach	Outreach Specialist fringe benefits	Ventura County Health Care Agency	\$693	1.00	18	\$12,465		Facilitate the transfer from the encampment to the motel and provide referrals and linkages for needed services. Develop housing plans and present clients for permanent supportive housing.
	Interim Sheltering	Case Manager	Ventura County Health Care Agency	\$4,552	2.00	18	\$163,883.88		
	Interim Sheltering	Case Manager fringe benefits	Ventura County Health Care Agency	\$743	2.00	18	\$26,730		Oversee project operations and integrate the project with existing Health Care for the Homeless services and other supports. Develop and review case management services and the overall project design; oversee case management operations to ensure that processes are in alignment.
	Administrative Costs	Project Director	Ventura County Health Care Agency	\$10,260	0.20	18	\$0	\$36,936.61	
	Administrative Costs	Case Management Director	Ventura County Health Care Agency	\$12,616	0.10	18	\$0	\$20,185	
	Administrative Costs	Project Manager	Ventura County Health Care Agency	\$8,129	0.40	18	\$0	\$58,528.22	Manage day-to-day activities of project staff. Provide fiscal management to the project and manage contracts of subgrantees
	Administrative Costs	Project Manager	City of Oxnard	\$9,857	0.40	18	\$0	\$70,969.82	
Subtotal - Personnel Costs							\$425,558.88	\$186,619.66	
NON-PERSONNEL COSTS				UNIT	RATE	TIME			
	Interim Sheltering			Room	\$130	25,200 nights	\$3,276,000		Average motel night is \$130 per room. The number of nights is 11 months with 60 rooms/month. And 7 months with lower capacity (beginning and end of program)
	Interim Sheltering			Day	\$12	25,200 days	\$302,400		Meals per day per person, following the same capacity as the motel costs
Subtotal - Non-Personnel Costs							\$3,578,400	\$-	
ADMINISTRATIVE COSTS									
	Administrative Costs	Transportation	Ventura County Health Care Agency	Miles	0.56	14000	\$7,840		mileage to encampment and housing sites. 200 miles per week for 70 weeks
	Administrative Costs	Cell Phones	Ventura County Health Care Agency	Monthly Phone	\$80	16	\$3,840		Cellphones for 3 staff (outreach and case manager)
Subtotal - Administrative Costs							\$11,680	\$-	
TOTAL BUDGET							\$4,015,638.88	\$186,619.66	



**Community
Development
Partners**

February 17, 2023

Elsa Brown, Development Manager
City of Oxnard Housing Department
Economic Development and Affordable Housing and Rehabilitation Division
435 South D Street
Oxnard, CA 93030

Re: Casa de Carmen Letter of Support

Community Development Partners (“CDP”) was founded in 2011 and has created a portfolio of over 2,200 units in 27 unique affordable housing projects across California, Arizona, Oregon, and Nevada. As of August 2019, CDP became a Certified B Corporation (“B-Corp”), a reflection of our dedication to our mission and priority of impact over profits. We develop and operate sustainable, life-enhancing affordable housing with a focus on long-term community engagement. Our mission is to enhance quality of life through community development centered around affordable housing. We achieve this through thoughtful planning, vibrant design, innovative collaborations, and deep commitment to place and people.

Currently, CDP is under construction on a permanent supportive housing project in Oxnard called Casa de Carmen. Construction is anticipated to complete in August 2024. This project is new construction and has a 110-bed emergency shelter on the ground level with 4-stories of PSH above. There are a total 55 PSH units and 1 manager unit. Under the grant application to California ICH, CDP commits to accepting referrals from CES/CoC from the proposed encampment resolution project for all 55 PSH units. We are committed to help solve the homelessness crisis and feel that this collaboration is another step in the right direction.

Sincerely,

Kyle Paine
President



February 15, 2023

Elsa Brown, Development Manager
City of Oxnard Housing Department
Economic Development and Affordable Housing and Rehabilitation Division
435 South D Street
Oxnard, CA 93030

RE: Letter of Support

For over four decades, Many Mansions has provided quality affordable rental housing in Ventura County and services that encourage our residents to thrive. Through the assistance of the federal government (HUD), the State of California, the County of Ventura, and local jurisdiction, we have developed and operate 19 apartment communities, housing more than 1,500 residents in 650 units across Ventura County. We specialize in providing Permanent Supportive Housing (PSH) and services to people who have experienced chronic homelessness.

Under the grant application to California ICH, Many Mansions commits to making up to 35 units of PSH available to clients of the Housing Department at our new Central Terrace Apartments in Oxnard (currently under construction, with occupancy expected early 2024).

Our collaboration with the Housing Department will be critical in providing access to housing and services for most vulnerable members of our community. We look forward to working with you to expand opportunities for those most in need in the City of Oxnard.

Sincerely,

Rick Schroeder
President



Police Department

Jason Benites, Chief of Police

Date: February 10, 2023

To: California Interagency Council on Homelessness

From: Jason Benites, Chief of Police *JB*

Subject: State Encampment Resolution Funding (ERF) Program NOFA

The Oxnard Police Department (OPD) supports the ERF project for the encampments located at the following locations within the City of Oxnard:

1. McWane Boulevard at Perkins Road
2. Fifth Street east of Harbor Boulevard

Additionally, the Oxnard Police Department is aware of, and supports, the project timeline. OPD will only take action on the encampment(s) in collaboration with the ERF grantee (the City of Oxnard and the Ventura County Continuum of Care) unless there is an imminent threat to life, health, safety, or infrastructure that must be immediately addressed.

The Oxnard Police Department has dedicated resources to address homelessness, including full time Homeless Liaison Officers (HLO's) who are specifically trained to work with populations experiencing homelessness, with a focus on connecting them to community resources. The HLO unit will continue to participate in weekly outreach efforts to these encampments.

The HLO Unit is in regular and direct communication with the ERF Grantees, and will be continuing collaboration and coordination on encampment resolution efforts (Monthly Task Force Meetings, Monthly HLO/Service Provider Meetings, and daily collaboration with homeless services).

The HLO unit has previously participated in encampment response efforts at two large-scale encampments. The most recent encampment response effort followed a similar model to the one proposed in this grant. During this encampment response, the HLO's conducted biweekly outreach efforts, and ultimately enforced trespassing violations on the scheduled day of encampment abatement. Using the proposed model, OPD was able to enforce the no trespass orders to the few people who remained on site with zero arrests.

If you would like to discuss anything further, please do not hesitate to reach out to HLO Unit supervisor, Sergeant Steve Trickle (steve.trickle@oxnardpd.org)

FIFTH STREET CANAL SITES, PATHS, PARCELS & JURISDICTION



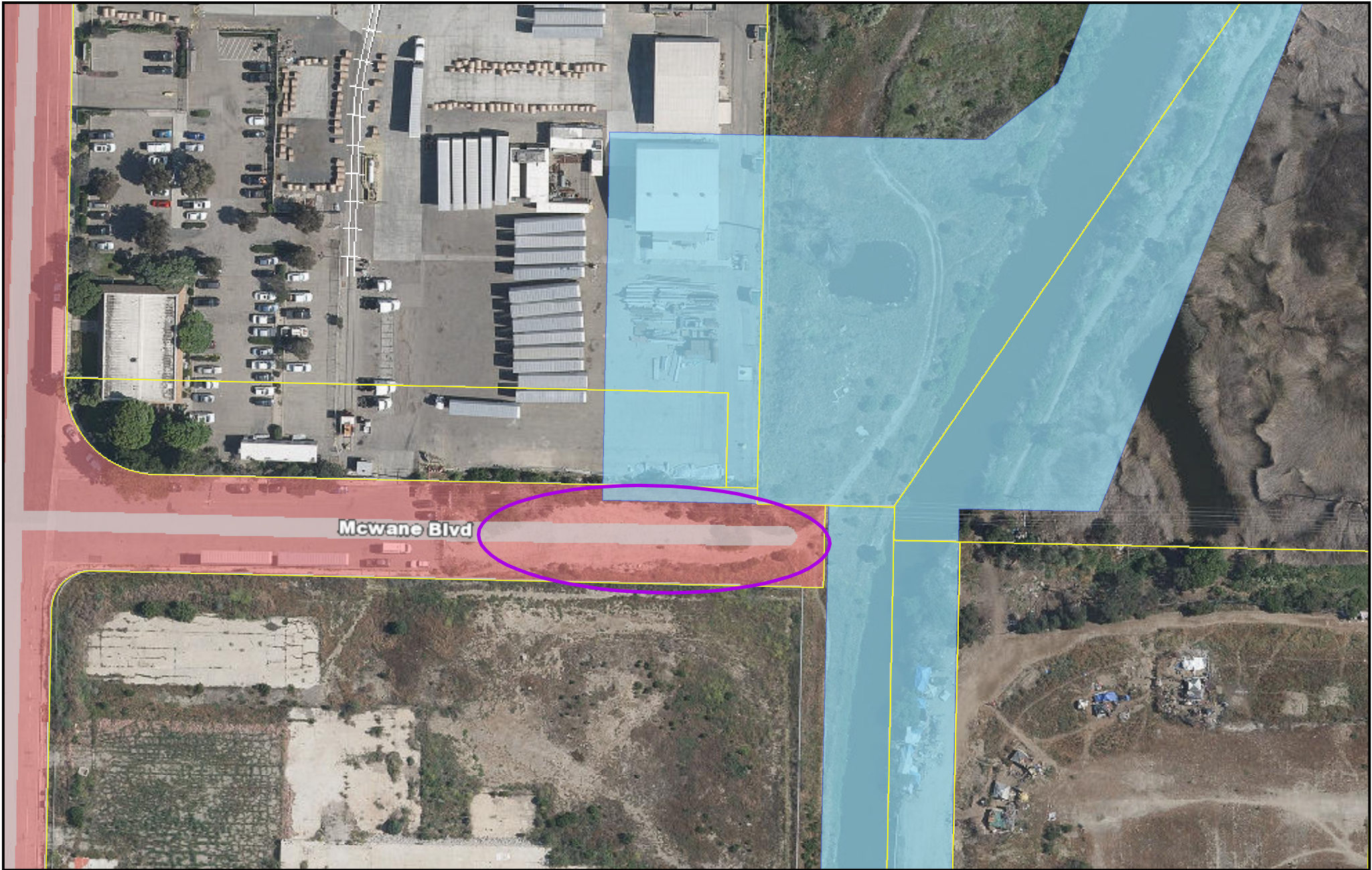
0 500 Feet

This map is compiled by the City of Oxnard GIS Division, which is developed and operated solely for the convenience of the City. The City does not make any representations or warranties regarding the use, accuracy, reliability, and/or completeness of this map and no decision involving a risk of economic loss or physical injury should be made in reliance thereon.

- Encampments
- Parcel Boundary
- Drivable Path
- Fence
- Footpath



MCWANE AREA ENCAMPMENT



Approximate Encampments Area



Parcel Boundaries



Watershed Easement



Right-of-way

