



# California Interagency Council on Homelessness

## ERF-3-R, Application

### Part 1 (A): ADMINISTRATIVE INFORMATION

#### Application Window

- Window #1, 11/3/2023 - 1/31/2024
- Window #2, 2/1/2024 - 4/30/2024
- Window #3, 5/1/2024 - 6/30/2024

*Applications received after 5:00 p.m. on the last day of the application window will be reviewed and evaluated during the following application window. **Note, applications submitted after 5:00 p.m. on 6/30/2024 will not be reviewed.***

#### Eligible Applicant

Select the eligible applicant's jurisdiction type.

- CoC
- City
- County

What is the name of the city or county?

Fillmore

### Part 1 (B) Contracting Information

Complete all elements of the below section. This information is required for contracting should this application be chosen for award.

#### Contractor Information

Contractor Name (the legal entity entering into contract with the State)

City of Fillmore

What is the Federal Employer Identification Number (FEIN # or tax id number) for the contractor?

95-6000710

Tax ID Form

W9 City of Fillmore.pdf

Governmental entities will need to submit a GovTIN Tax Form, and Non-governmental entities will need to submit a STD 204 Tax Form. Links to each are below:

GovTIN: [Taxpayer ID Form \(ca.gov\)](#)

STD 204: [STD 204 - Payee Data Record \(ca.gov\)](#)

## Who is the best contact person for this contract?

### Primary Contact

<input type="text" value="Dave"/>	<input type="text" value="Rowlands"/>
First	Last

*This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)*

### Job title

<input type="text" value="City Manager"/>
job title

### Email

<input type="text" value="drowlands@fillmoreca.gov"/>
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### Phone

<input type="text" value="(805) 312-9746"/>
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*This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)*

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### Secondary Contact

<input type="text" value="Erika"/>	<input type="text" value="Herrera"/>
First	Last

### Job title

<input type="text" value="Assistant City Manager"/>
job title

### Email

<input type="text" value="eherrera@fillmoreca.gov"/>
--

### Phone

<input type="text" value="(805) 524-1500"/>
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*This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)*

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### Contact Person for Reporting

<input type="text" value="Dave"/>	<input type="text" value="Rowlands"/>
First	Last

### Job title

City Manager

job title

**Email**

drowlands@fillmoreca.gov

**Phone**

(805) 312-9746

*This contact will ONLY receive grant reporting correspondence (inclusive of guidance, report releases/reminders, report follow-ups).*

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**Authorized Representative**

Dave

First

Rowlands

Last

**Job title**

City Manager

job title

**Email**

drowlands@fillmoreca.gov

**Phone**

(805) 312-9746

*The Authorized Representative has authority to contract on behalf of the eligible applicant*

**If this application is funded, what address should the check be mailed to?**

**Address**

250 Central Avenue

Address Line 1

Address Line 2

Fillmore, CA

City

California

State

93015

Zip Code

**Attention to (if applicable):**

David Rowlands

** This Application uses character limits **

**Reaching these limits is not required, however competitive responses will address all parts of each**

# question asked.

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## **Part 2: PROPOSAL OVERVIEW**

### **Guidance:**

In completing this application, applicants must identify the specific encampment that will be prioritized for resolution.

If an applicant proposes to prioritize a large, noncontiguous, or multiple site(s), the encampments may only be addressed through a single application if: (a) the justification for prioritizing the encampments is the same, **and** (b) the demographics and service needs of the residents of the encampments is sufficiently the same that, (c) the same set of services, and service providers, including outreach, interim and permanent housing programs, will be used to resolve the identified people's experience of homelessness in encampments.

*Applicant must prepare a separate application for each encampment that does not meet the requirements of (a) – (c).*

### **Proposal Summary**

**Summarize the proposed Encampment Resolution Fund (ERF) project, including an overview of all key components and/or phases of the project that will be funded in whole or in part with ERF-3-R resources. (1500-character limit)**

SUMMARIZE THE PROPOSED ENCAMPMENT RESOLUTION FUND (ERF) PROJECT, INCLUDING AN OVERVIEW OF ALL KEY COMPONENTS AND/OR PHASES OF THE PROJECT THAT WILL BE FUNDED IN WHOLE OR IN PART WITH ERF-3-R RESOURCES. (1500-CHARACTER LIMIT) The City of Fillmore is proposing to develop a case management program for 20 individuals to provide a direct pathway to housing for the unhoused people living in the prioritized encampment in Fillmore. These individuals will be provided with wrap around services and housing navigation. We anticipate an additional 4 individuals seeking assistance over the next two years which could be offered interim shelter with case management through the SPIRIT of Santa Paula. Street outreach services will provide assistance with the documentation and assessments to prioritize participants through the Coordinated Entry System for permanent housing opportunities. Other key components of this proposal include community outreach, clean-up efforts as well as multidisciplinary team outreach and wrap around services provided by the County of Ventura Health Care Agency's Housing for the Homeless Program . The City of Fillmore and SPIRIT of Santa Paula have partnered with the Ventura County Continuum of Care (CoC) to ensure connections to Homeless Management Information System HMIS and the Coordinated Entry System for a pathway to permanent housing. City has partnered with People Self Help Housing and Many Mansions to provide 20 permanent supportive housing units.

## People Served

**Number of people currently residing in prioritized encampment site**

20

#

**Potential inflow of people into the prioritized encampment site during the grant term.**

4

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

20

#

**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?**

24

#

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

13

#

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

7

#

*This should include both people who transition directly into permanent housing **and** people who may first transition into interim housing.*

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

Yes  No

## Encampment Information

**1. Briefly describe the characteristics of the people residing within the prioritized encampment site, including demographics, household compositions, disabilities, and projected service and housing needs. Include how this information was gathered. (1500-character limit)**

The City of Fillmore has one large homeless encampment near Highway 23 in the Santa Clara River bottom with a total of 20 individuals experiencing homelessness. Caltrans is in support of this ERF grant proposal. Local homeless service providers have provided outreach and HMIS assessments to determine the individual housing needs and wrap around services during outreach efforts in the prioritized encampment site within the year 2024. The survey included questions about the vulnerable population's name, age, gender, ethnicity, household size, income level, originating city, length of time unhoused, veteran status, if they have a physical and/or intellectual disability and specific needs such as medical care, mental health support, rehabilitation services, food, and hygiene. Findings revealed a portion of the population to be experiencing mental health issues and substance abuse disorders.

The included age groups range from 28 to 68 years old, predominantly Hispanic and Caucasian, encompassing men and women, minimal to no income and with physical and cognitive disabilities. Household compositions range from single individuals, couples in partnerships, and groups of friends. Many of the individuals originate from Fillmore. Projected services include street outreach staff, public health services, case management, housing navigation and support systems.

*If this proposal seeks to serve a particular target population, specify and describe.*

**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)**

The City of Fillmore encampment is located in the Santa Clara River bottom and under Highway 23 on approximately 4 acres of open land. There are wood structures, tents and tarps on the site. The site is unsanitary with serious health concerns for those living in the encampment. Environmental concerns have also been raised due to the accumulation of debris and its proximity to the Santa Clara River, including large pieces of furniture, metal debris, tires and bicycles. There has also been concerns of fire risk due to the large Arundo area and close proximity to surrounding neighborhoods. A mapping of the site has been attached.

**3. Why is this encampment site being prioritized? Applicant should identify any distinguishing needs and/or vulnerabilities of the people living in this encampment and/or any health, safety, or other concerns that led the applicant to prioritize this site over other encampments. (1000-character limit)**

There are serious environmental concerns with the lack of running water, plumbing and/or garbage disposal. Also, this encampment is located in the Santa Clara River, which swells in width and depth during rain events, endangering the people living in the encampment. Several rescues by first responders have been made in recent years. The encampment has steadily grown from approximately 12 to 20 unhoused people over the past year. The unique challenges at this site have been warming fires, unsanitary conditions and regular calls for service to law enforcement. While street outreach services are offered regularly to provide basic needs and medical services to those with health conditions, this encampment has not received dedicated personnel to provide intensive case-management and wrap-around services.

ERF authorizing legislation requires funding be used for “prioritized” encampments. Applicants must, therefore, provide a justification for the prioritization of the encampment proposed to be served. Except in very small communities where it may be possible to justify prioritizing all of a small number of encampments for resolution using this fund source, ERF is not intended to be used to fund a community-wide encampment resolution program.

**Attachment: Map**

Fillmore Map A St Bridge north.pdf

The provided map should clearly indicate the area of the prioritized encampment. The map may also indicate the location of other key service, shelter, and housing resources described in this proposal.

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

No  Yes - partially  Yes - entirely

**Attachment: Caltrans Letter of Support**

Caltrans ERF Support Letter- Fillmore.pdf

Projects entirely or partially on a state right-of-way must include a Letter of Support from Caltrans.

- This letter must include confirmation from Caltrans that they are aware of and in support of the ERF project, including the projected timeline, and that they will only take action on that encampment site in collaboration with and at least 2 weeks-notice to the ERF grantee, unless critical circumstances exist when an encampment poses an imminent threat to life, health, safety, or infrastructure and must be immediately addressed.
- This letter should be signed by the local Caltrans Deputy District Director of Maintenance (DDDM) or their designee.
- This letter may also include Caltrans role in the proposal and what Caltrans resources are being leveraged.

## Proposal’s Outcomes

**5. What outcomes does this proposal seek to accomplish by 6/30/2027? Outcomes should be specific, measurable, attainable, relevant, and time-bound (SMART). (1000-character limit)**

Dedicated staff to provide case management and prioritize people for permanent supportive housing. This provides a direct pathway to housing by the Fall of 2025. Interim shelter would be provided through Harvard Shelter in Santa Paula. Services will include CalAIM health care, behavioral health services, mental health and alcohol and drug treatment programs, housing-related community supports covered in CalAIM, and connections to mainstream benefits. The outcome goal will transition 90% of clients from interim shelter to permanent supportive housing units that are planned at Fillmore Terrace, an affordable housing project in Fillmore currently underway by People’s Self Help Housing (13 units), Mountain View, Phase 2, an affordable housing project in Fillmore currently in the planning stages by Many Mansions (7 units). Housing navigators will assist with chronic homelessness documentation to prioritize clients for units.

**6. What are the primary activities the applicant will implement to achieve each of the proposal’s outcomes? (1000-character limit)**

The interim shelter will be provided by the Santa Paula Harvard Shelter team in coordination with the Ventura County Continuum of Care. The street outreach activities will be provided by the City of Fillmore Police Department (VCSD) in coordination with the SPIRIT of Santa Paula and the County of Ventura Backpack Medicine team. The outcomes for each activity will be tracked and measured by the Ventura County Continuum of Care through HMIS and reported to the City of Fillmore. The SPIRIT of Santa Paula currently utilizes HMIS and will create new projects in the system for the housing units, interim shelter, clean-up efforts and street outreach activities.

**7. 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.

**8. 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)**

There are no local ordinances, resources or other factors that may hinder the proposal outcomes.

**9. Does this proposal fund a standalone project, or is the proposed project one component of a larger initiative?**

Standalone  Larger initiative

## Centering People

**10. Describe how the perspectives of people with lived experience of homelessness meaningfully contributed to the content of this proposal? How will people with lived experience be part of the implementation of this ERF project? If individuals living in the encampment site were included in the development of this proposal, describe how their input was obtained and how that input shaped the proposal. (1000-character limit)**

The Ventura County Sheriff's Department Homeless Liaison Unit has conducted targeted outreach to engage people with lived experience of homelessness to gain input on the approach for the housing development and interim sheltering. CoC staff have solicited feedback from 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 and stay in close proximity to those they currently reside with in the encampment. The proposal includes these preferences with a low barrier, housing first model within the city limits.

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



The proposal provides an approach by offering a direct pathway to housing or shelter with a low barrier model. The project will ensure diversity, equity and inclusion through different levels of support and wrap around services. The SPIRIT of Santa Paula will provide the supportive services through a trauma informed, person centered approach. The County of Ventura will provide healthcare and behavioral health services to all participants through the CalAIM program, as well as provide additional public benefit services.

**12. Describe how each of the following service delivery practices are incorporated into the outreach, interim shelter (if applicable), and permanent housing aspects of the proposed ERF project: (a) individual participant choice and (b) trauma informed care. (1000-character limit)**

Street outreach is provided by the County and homeless service providers who participate in the (HMIS) receive training on person centered, trauma informed care. Outreach teams include those with lived experience of homelessness to help build rapport and successfully engage with people living in the encampment. Interim shelter will be provided by the SPIRIT of Santa Paula supportive services staff as an option for non-congregate shelter versus a congregate setting. The permanent supportive housing units will be offered as a priority for those who are highly vulnerable and prioritized through the Coordinated Entry System, as a direct pathway to housing from the encampment. Once in permanent housing, support and wrap-around services will continue for these residents so a true continuum of care, familiarity and trust will be ensured. Further, by providing 20 permanent supportive housing units in the City this project is answering the request of homeless individuals to stay in Fillmore.

**13. Describe how harm reduction principles will be incorporated into the outreach, interim housing (if applicable), and permanent housing aspects of this ERF project. (1000-character limit)**

Case management staff are provided training on harm reduction through a person-centered, non-judgemental approach for overdose prevention strategies and assisting with informed choices. Street outreach includes a multidisciplinary approach with healthcare, behavioral health and public health staff to provide resources, including narcan, HIV testing and syringe disposal containers. The intensive case-management that will incorporate these harm reduction principles will continue through the interim and permanent housing phases of the project.

**14. Describe the services that will be provided to improve people's health, dignity, and safety while they continue to reside within the prioritized encampment site. (1000-character limit)**

The City of Fillmore and SPIRIT of Santa Paula staff will develop and create a safe environment where people feel comfortable and supported. Staff will be offering basic needs and ongoing support to those living in the encampment, as well as seeking feedback on ways to improve. Peer support staff also assist in creating a rapport with people and promoting a person-centered approach. Individuals living in the encampment will not be forced to move on from the location and will be offered support.

**15. Identify what controls are or will be in place to ensure that all ERF-3-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 SPIRIT of Santa Paula staff will provide support in coordination with the County of Ventura and City of Fillmore to offer healthcare, behavioral health and basic needs while connecting people to resources. A harm reduction policy will be followed from a non-judgmental communication approach. The Ventura County CoC will provide training to case management staff in how to work towards reducing any dangerous behaviors and encourage healthy choices.

**16. 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)**

The City of Fillmore will work with our local trash hauler to include portable restrooms, wash basin and refuse containers in the design including compliance with the Americans with Disabilities Act (ADA) requirements. Street outreach team will encourage the use of these sanitation measures with the encampment population.

## **Part 3: IMPLEMENTATION**

### **Core Service Delivery and Housing Strategies**

**17. 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. In terms of the ratio of staff to people served, there are 2 case management staff to serve 20 individuals living in the encampment on an ongoing basis. The County of Ventura provides monthly backpack medicine and behavioral health services as well.

**18. 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.

**19. Describe each of the specific (a) interim housing and (b) permanent housing opportunities that will be used to achieve the proposed outcomes of this ERF project. Demonstrate that any ERF-3-R funded interim housing capacity is either non-congregate or clinically enhanced congregate shelter. (2000-character limit)**

The proposal includes thirteen private housing units with PSHH and seven private housing units with Many Mansions. Both are experienced affordable housing providers that have extensive experience successfully providing supportive services. Santa Paula Harvard Shelter will provide interim housing and will coordinate with the County's CoC (Pathway to Home) regarding referrals, CES and reporting.

**20. Demonstrate the applicant's commitment and ability to deliver permanent housing solutions to the people residing in the prioritized encampment, including by providing examples of prior successful efforts to permanently house similarly situated individuals. (2000-character limit)**

This proposal will provide 2 case workers with supportive services to those living in the prioritized encampment to assist in finding transitional housing. Case management will help develop their housing plan and work on the documentation for permanent supportive housing through the Coordinated Entry System. The SPIRIT of Santa Paula works closely with the Ventura County CoC to prioritize clients for housing and make referrals through HMIS and Pathways to Home. Included will be 13 units of permanent supportive housing from PSHH and 7 units of permanent supportive housing from Many Mansions.

**21. 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 been working with the SPIRIT of Santa Paula to conduct outreach and engage with those living in the encampment. Need: Permanent Supportive Housing Meeting Need: clear, direct, guaranteed pathway to permanent supportive housing units (describe)
- Need: Supportive services in their lives to successfully move from encampment to PSH Meeting need: Supportive services offered currently through Street Team and will be intensified via grant Case Managers; supportive services continue in Interim Shelter; supportive services continue in PSH units through grant, and transition long-term through service agreements between housing project developers and non-profit support services organizations • Preference: Live in current city of Residence Meeting Preference: 13 number of PSHH units and 7 number of Many Mansion units in Fillmore allocated for encampment residents
- Preference: Live near fellow encampment residents Meeting Preference: Having two affordable housing developers within 3 blocks of each other, with multiple allocation of units in each project ensures former encampment residents will live in close proximity to each other.

*Where applicable, identify the people, data, evidence, and / or other sources of information that was relied upon for this proposal.*

**Table 1: Projected Living Situations Immediately Following the Encampment**

For people served who exit the encampment, what are the projected Living Situations Immediately Following the Encampment, including but not limited to, permanent housing, interim sheltering, and unsheltered?

Please provide responses in the table below. Add a row for each projected living situation. (250-

character limit for each cell)

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-3-R?	Is this living situation funded by ERF-3-R and / or Leveraged Funds?	% of Served Persons Projected to Fall Within This Living Situation
SPiRiT of Santa Paula	No Yes/No	13	Prioritized Pri/Set-Aside/Neither	ERF-3-r ERF/Lev/Both	65 %

## Table 2: Permanent Housing Opportunities

A permanent housing opportunity is a combination of project and/or service provided to an individual with the goal of helping the individual obtain permanent housing. Of course, applicants cannot and do not need to provide every possible scenario; Cal ICH is looking to understand the primary, expected permanent housing opportunities for people projected to be served by this proposal.

Please provide responses in the table below. Add a row for each projected opportunity. (250-character limit for each cell)

Describe the Permanent Housing Opportunity	Prioritized or Set-Aside for ERF-3-R?	Quantify the Capacity of the Housing and Service Opportunity	Is this Housing Opportunity Funded by ERF-3-R and / or Leveraged Funds?
Peoples Self Help Housing	Prioritized Pri/Set-Aside/Neither	13	ERF-3-R ERF/Lev/Both
Many Mansions	Prioritized Pri/Set-Aside/Neither	7	ERF-3-R ERF/Lev/Both

	Pri/Set- Aside/Neither			ERF/Lev/Both

**22. Describe strategies the applicant will use to ensure that people are not displaced from the prioritized encampment into another unsheltered location. Include strategies that are in addition to/complement the interim shelter and permanent housing opportunities that are part of this proposal. (1000-character limit)**

Street outreach will provide immediate assistance with obtaining temporary placement and permanent housing. The targeted outreach includes a multifaceted team with health care, behavioral health, and homeless service providers to offer immediate shelter and referrals to permanent supportive housing. Peer support staff include persons with lived experience to leverage their specific expertise and ability to develop a rapport with unsheltered persons. This builds trust that foments successful communication and engagement.

**23. Describe specific strategies and/or services the applicant will use to prevent returns to unsheltered homelessness among people from the prioritized encampment who are sheltered and housed through this ERF project. Include whether these strategies will be funded with ERF-3-R funds and, if not, what other resources will be leveraged. (1000-character limit)**

The Permanent Supportive Housing units are low barrier with a housing first approach to offer supportive services with a trauma informed, client centered model. The Ventura County CoC mitigates returns to homelessness by identifying households at risk through regional CES case conference meetings. In some cases, additional supports are provided for housing retention purposes. Cases including demographics and service history data, are reviewed to continue engagement and provide wrap around support as needed. The CoC and its partner agencies regularly engage in technical assistance and trainings to implement best practices for housing retention support including using a Housing First approach and providing connections to mainstream benefits.

**24. 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 non-congregate shelter 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.

**25. Describe how participants in this ERF project will be supported with continued access to, and storage of, their personal property while in the encampment, in interim housing (if applicable), and in permanent housing. (1000-character limit)**

City of Fillmore has given special consideration for resident belongings by offering accessible, lockable storage for personal possessions that cannot be accommodated within the interim or permanent housing units.

**26. Describe how participants in this ERF project who have service animals and/or pets will be supported while in the encampment, in interim shelter (if applicable), and in permanent housing. (1000-character limit)**

Case managers will partner with participants when searching for permanent housing that meets their pet needs ensuring the pet safely transitions with its owner.

## Budget and Resource Plan

**27. State the total amount of ERF-3-R funds requested.**

\$1,496,069.40

\$

**28. State the estimated dollar value of secured, non-ERF-3-R resources that will help meet this proposal's outcomes.**

\$144,000.00

\$

**29. Identify and describe each leveraged non-ERF-3-R resource and how that specific resource will be used to help meet the proposal's outcomes, including the permanent housing outcomes. (1000-character limit)**

The County of Ventura CalAIM staff to provide healthcare and behavioral health services. The Ventura County CoC will connect street outreach staff to ensure connections to HMIS and the Coordinated Entry System. The City of Fillmore will dedicated general funds to provide services to the encampment.

*Applicants are directed to provide a detailed description of other fund sources, and system capacity, that will be leveraged to achieve the outcomes proposed for the ERF-3-R funded project (**especially as it relates to meeting this proposal's permanent housing outcomes**) and, if applicable, to sustain the new programming beyond the end of the grant term.*

*This includes prior ERF awards, HUD unsheltered NOFO, and other federal, state, and local funding sources.*

*Applications will be evaluated with the understanding that communities vary significantly with respect to the current availability of other fund sources that can be used as leverage for their proposed projects and to sustain the projects beyond the grant term.*

*In the absence of currently available resources, Applicants are encouraged to provide a specific plan for obtaining the funding necessary to sustain their project beyond the grant term if the project is intended to continue.*

**30. Describe how the proposal is a prudent and effective use of requested funding relative to the number of people it seeks to serve, the types of services and housing to be provided, and any benefits to the community's efforts to address homelessness that will extend beyond the grant term, including ongoing expansion of interim and permanent housing capacity. Include an explanation of how the requested ERF-3-R amount was**

**determined. (1000- character limit)**

20 units of permanent supportive housing will be available for those who are PSH eligible and prioritized as highly vulnerable from the encampment. The amount of funding requested is based upon the costs to move from encampment to PSH with ongoing street outreach, clean-up efforts, housing navigation, case management and rental subsidies for the first 24 months of supportive housing. A strong collaborative relationship with the County of Ventura, Ventura CoC, Santa Paula Harvard Shelter and other homeless service providers to ensure the success of this project.

**Attachment: Standardized Budget**  
ERF-3-R Budget\_Fillmore\_06.24.xlsx

*Applicants must use the [ERF-3-R Budget Template](#) available on [box.com](#)*

## Key Entities and Staff

**31. First, describe the implementing organization and specific unit or office within the implementing organization that would administer ERF-3-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 Fillmore would implement the project and administer the grant, SPIRIT of Santa Paula would provide supportive services and take the lead in the non-congregate shelter operation responsibilities. This includes 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, HMIS entries/reporting, site supervision, security, meals and providing supportive services. The SPIRIT of Santa Paula takes a holistic approach based on each client's emotional, physical, relational, occupational, and financial needs.

## Table 3: Key Staff

Identify all staff positions (e.g. administrative, programmatic, development etc.) which are integral to this ERF project and to achieving the proposal's outcomes. For each position include the title, whether the position is filled or vacant, the approximate fulltime equivalent (FTE) of the position dedicated to the ERF project, whether the position is funded through ERF-3-R and/or Leveraged (i.e.non-ER-3-R) funds, and a brief description of the duties. Please provide responses in Table 3 below.

Title	Currently Filled Position?	FTE of Staffing for This Proposal	Funded by ERF-3-R and / or Leveraged Funds?	Brief Description of Duties
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SPIRIT Case Manager	No Yes/No	2 # FTE	ERF ERF/Lev/Both	Provides supportive services and housing navigation. Connect clients to HMIS with assessments, chronic homelessness documentation and prioritizes clients for PSH or other housing resources.
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<input type="text"/>	<input type="text"/> Yes/No	<input type="text"/> # FTE	<input type="text"/> ERF/Lev/Both	<input type="text"/>
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<input type="text"/>	<input type="text"/> Yes/No	<input type="text"/> # FTE	<input type="text"/> ERF/Lev/Both	<input type="text"/>
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**32. First, describe key partners that will be responsible for implementing this ERF project and achieving the proposal's outcomes (e.g. service providers, public agencies, development entities etc.). 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)**

SPIRIT of Santa Paula would be the responsible organization for project operations, supportive services, and outcomes. The SPIRIT of Santa Paula currently manages CoC State grant funding for Homelessness Prevention, Rapid Rehousing and Street Outreach services. The City of Fillmore will manage the grant, coordinate with the State and local authorities to ensure the project is developed in a timely manner. The City of Fillmore's City Manager and Assistant City Manager have taken the lead on this grant to ensure compliance. The Ventura County CoC will ensure clients are connected and prioritized for housing and services. The CoC regularly coordinates with all of these entities and other homeless service providers to support clients countywide.

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

The City of Fillmore and SPIRIT of Santa Paula have been working on a feasible and effective plan for this proposal over the past few months.

*Applicants may upload evidence of cross-jurisdictional collaboration such as MOUs, letters of support, or interagency agreements etc. in the field immediately below.*

**Optional Upload: Evidence of Cross-Jurisdictional Collaboration**

PSHH - Letter of Support\_ERF Grant FT 6.12.2024.pdf



SPIRIT of Santa Paula.pdf

Many Mansions - Fillmore support letter.pdf

**34. Identify any entities that have a right to and/or control of the property upon which the encampment site resides. Describe how applicant has engaged with these entities and confirm that each of these entities has committed to allowing the implementation of this proposal. (1000-character limit)**

The parcel is owned by the City of Fillmore. The City will be responsive to neighbors and ensure the property is well maintained and accessible.

## Accelerated Timeline

**35. 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 advocates and community involvement. The Fillmore police department staff have been regularly engaging with people at this encampment.

**36. 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)**

Begin implementation of outreach to ensure targeted individuals are aware of the project and address any concerns they may have.

## Table 4: Project Timeline

Cal ICH should be able to use the project timeline to understand the general parameters of the project and how it will be implemented.

This Standardized Project Timeline Template will not perfectly capture every nuance - that's Ok. However, applicants are strongly encouraged to provide incremental milestones for achieving the interim shelter and permanent housing goals set out in the proposal. For projects that include interim shelter and/or permanent housing development, the timeline should include major development milestones.

Where there is ambiguity, conflict, or silence, use your judgment.

Date	Milestone	Category	Additional Detail for Milestone
------	-----------	----------	---------------------------------

9/2/2024	Outreach	People	Begin implementation of community outreach plan to ensure community stakeholders, including target population service providers and local businesses, are aware of the project scope, goals, function, timeline etc.
10/1/2024	Hire Case Management Staff	People	SPIRIT of Santa Paula to provide two case managers for supportive services.
6/2/2025	Interim Housing Available	People	
9/1/2025	Groundbreaking	People	
6/1/2027	Full Occupancy in Housing Units	People	Full occupancy of 20 housing units. 13 units PSHH; 7 units Many Mansions

### Table 5: Projected Milestones

Answer the following questions in relationship to June 30, 2024. Cal ICH assumes disbursement will occur approximately 3-6 months after June 30, 2024.

Please provide responses in the table below including the month and year. (15-character limit for each cell)

Outreach to the people residing in the prioritized encampment site began / will begin in mm/yyyy.

This proposal will reach full operating capacity in mm/yyyy.

The first planned exit of a person or household from the prioritized encampment will occur in mm/yyyy.

The last planned exit of a person or household from the prioritized encampment will occur in mm/yyyy.

09/2024

06/2027

06/25

01/2027

## 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

David

First

Rowlands

Last

*This does not have to be an authorized representative or signatory.*

### Title

City Manager

### Email

drowlands@fillmoreca.gov

	ELIGIBLE USE CATEGORY	-5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-3-R PROPOSED BUDGET	LEVERAGED FISCAL SUPPORT	-2 SENTENCE DESCRIPTION
Guidance and Intended Use	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-3-R Funds	Non ERF-3-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**

				SALARY	FTE	MONTHS			
	Services Coordination	Case Manager	SPIRIT of Santa Paula	309,829.00	2.00	36	309,828.00		Case Managers
	Services Coordination	Encampment Liaison	Ventura County Sheriff's Department	100,000	0.25	36	100,000.00		Liasion to work with Encampment residents
	Services Coordination	City Attorney	Develop MOU with Housing Pr	20,000.00	0.25	4	20,000.00		Draft MOU Agreements with housing providers.
<b>Subtotal - Personnel Costs</b>				<b>429,828.00</b>	<b>3.00</b>		<b>\$ 429,828.00</b>	<b>\$ -</b>	

**NON-PERSONNEL COSTS**

				UNIT	RATE	TIME			
	Interim Sheltering	Meals, Bedding	SPIRIT of Santa Paula	20 persons	15 per day	270 days	81,000.00		
	Interim Sheltering	Supplies	SPIRIT of Santa Paula				30,000.00		
	Services Coordination	Encampment Clean-up	City of Fillmore	6	50,000		300,000.00		
	Systems Support	Accessible Lockers	City of Fillmore				8,000.00		
	Delivery of Permanent Housing	Rent	People Self Help Housing	13 persons	1,200 per month	24	374,400.00		
	Delivery of Permanent Housing	Rent	Many Mansions	7 Persons	1,200 per month	24	201,600.00		
<b>Subtotal - Non-Personnel Costs</b>							<b>\$ 995,000.00</b>	<b>\$ -</b>	

**ADMINISTRATIVE COSTS**

	Grant Administration 5%	City of Fillmore					71,241.40		
<b>Subtotal - Administrative Costs</b>							<b>71,241.40</b>	<b>\$ -</b>	

**\$ 1,496,069.40**

## California Department of Transportation

CALTRANS DISTRICT 7 MAINTENANCE  
100 S. MAIN ST.  
LOS ANGELES, CA 90012  
[www.dot.ca.gov](http://www.dot.ca.gov)



June 10, 2024

Jeannie McKendry  
Grants Development Section Chief  
California Interagency Council on Homelessness  
801 Capitol Mall, Suite 601 Sacramento,  
CA 95814  
[calich@bcsh.ca.gov](mailto:calich@bcsh.ca.gov)

Subject: Letter of Support for City of Fillmore's Application for Funding through the Encampment Resolution Funding Program (ERF-3R)

Dear Chief McKendry:

On behalf of the California Department of Transportation (Caltrans) I want to express our partnership with the City of Fillmore's application to the Encampment Resolution Program. We are supportive of City of Fillmore's decision to focus their effort on housing an anticipated 20 people in 13 interim housing units and 7 permanent housing units. This proposal seeks to immediately decrease the number of individuals experiencing homelessness in City of Fillmore by expecting to move 20 people into permanent housing by the end of the grant period. PEH on State Right of Way will be eligible for the housing outlined in City of Fillmore's application.

We are eager to partner with City of Fillmore to serve their unhoused community members. I fully support City of Fillmore's application for the State of California Encampment Resolution Funding Grant. These State resources will be instrumental in serving Persons Experiencing Homelessness in City of Fillmore with dignity in moving them into permanent housing. If additional information is needed, please contact Charles Isaac at (323) 303-9225.

Sincerely,  
Godson Okereke

Godson Okereke  
Deputy District Director, Caltrans District 7 [godson.okereke@dot.ca.gov](mailto:godson.okereke@dot.ca.gov)  
(213) 817-2087

A handwritten signature in black ink, appearing to read 'Godson Okereke', written over a blue horizontal line.

**Signature:** [Godson Okereke \(Jun 10, 2024 14:11 PDT\)](#)

**Email:** [godson.okereke@dot.ca.gov](mailto:godson.okereke@dot.ca.gov)

"Provide a safe and reliable transportation network that serves all people and respects the environment"


# Caltrans ERF Support Letter- Fillmore


Final Audit Report

2024-06-10


Created:	2024-06-10
By:	Aaron Silverman (s153213@dot.ca.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAQ82G-Z_AFZy92eF4GkAG7gxzMJpcizK


## "Caltrans ERF Support Letter- Fillmore" History

 Document created by Aaron Silverman (s153213@dot.ca.gov)  
2024-06-10 - 5:43:44 PM GMT- IP address: 149.136.33.248

 Document emailed to Godson Okereke (godson.okereke@dot.ca.gov) for signature 2024-06-10  
- 5:44:16 PM GMT

 Email viewed by Godson Okereke (godson.okereke@dot.ca.gov)  
2024-06-10 - 5:56:30 PM GMT- IP address: 172.226.7.12

 Document e-signed by Godson Okereke (godson.okereke@dot.ca.gov)  
Signature Date: 2024-06-10 - 9:11:52 PM GMT - Time Source: server- IP address: 149.136.33.253

 Agreement completed.  
2024-06-10 - 9:11:52 PM GMT



Powered by  
**Adobe**  
Acrobat Sign







June 12, 2024

Dave Rowlands  
City of Fillmore, City Manager  
250 Central Avenue  
Fillmore, CA 93015

RE: Encampment Resolution Funding (ERF) – Letter of Support

Dear Mr. Rowlands,

People's Self-Help Housing Corporation (PSHH) is pleased to submit a letter of support for the City of Fillmore's application for Encampment Resolution Funding (ERF) through the California Interagency Council of Homelessness. Through this grant, the City and its partners will be able to provide critical services to support individuals living in the encampment transition to permanent supportive housing.

PSHH is a developer, builder and operator of affordable housing along California's Central Coast. Providing affordable housing and site based services are core to our mission. The PSHH Supportive Housing Program (SHP) has been in service for over 20 years and is available to over 5,000 PSHH residents. Through supportive housing services, residents have access to free, confidential, clinical case management services from masters-level clinicians and social workers.

PSHH will enter a Memorandum of Understanding (MOU) with the City of Fillmore, as part of the ERF initiative, to make thirteen (13) permanent supportive housing units available for formerly unhoused households at our Fillmore Terrace development. Fillmore Terrace is a new construction fifty-unit 100% affordable housing development. The Fillmore Terrace development received entitlement approvals via AB 2162, the Supportive Housing Act. In compliance with AB 2162, the Project is required to provide a minimum of thirteen (13) supportive housing units.

Fillmore Terrace will provide (22) 1-bedroom units, (14) 2-bedroom units, (13) 3-bedroom units and a 3-bedroom unit for onsite management. Each unit will have energy star rated appliances, dishwasher, air conditioning, ceiling fans, and curtains/blinds. On-site amenities include a resident-serving community center with multiple offices where PSHH property management and SHP staff will be available to serve resident needs. The community center will be equipped with a large meeting room, kitchen, computer access, and high-speed internet. Additional onsite amenities will include outdoor picnic/BBQ areas and playground.

PSHH supports the City of Fillmore's application for ERF funds to tackle homelessness in Fillmore. PSHH is ready to extend our housing services in partnership with the City of Fillmore to leverage resources and housing solutions through the ERF grant. For any questions, please contact me at [veronicag@pshhc.org](mailto:veronicag@pshhc.org).

Sincerely,

*Veronica Z. Garcia*

Veronica Z. Garcia  
Chief Real Estate Development Officer



1498 E. Harvard Blvd., Santa Paula CA 93060-2620  
PO Box 949, Santa Paula CA 93061-0949  
[www.spiritofsantapaula.org](http://www.spiritofsantapaula.org) [www.facebook.com/spiritofsantapaula](https://www.facebook.com/spiritofsantapaula)  
805.229.7750

A 501C3 - EIN 27-0005506

June 12, 2024

David Rowland, Manager  
City of Fillmore CA

Ref: Services to Encampment

Thank you for allowing us to assist in providing services to people experiencing homelessness in the Fillmore area.

We acknowledge the urgency and great need to connect with people who are trying to live in areas not meant for human habitation.

As shelter operators for the Fillmore area, we will also provide bi-lingual services for case management, health care and connections to Behavioral Health. We work towards placing people into permanent supportive housing through the Coordinated Entry System with the County of Ventura, utilizing the Homeless Management Information System.

We look forward to getting started to meet our goal of ending homelessness in the Santa Clara River Valley.

Yours truly,

*Kay Wilson-Bolton, CFO*

83D4F924FE87456...

Kay Wilson-Bolton  
Chief Financial Officer

DocuSigned by:

*Veronica Nava*

0763002BAA7E155  
Veronica Nava  
Executive Director



**June 13, 2024**

David W. Rowlands  
City Manager  
City of Fillmore  
250 Central Avenue  
Fillmore, CA 93015

**RE: Encampment Resolution Grant**

Dear Mr. Rowlands,

I am writing on behalf of Many Mansions in support of the City of Fillmore's proposal for the State Encampment Resolution Funding (ERF) grant. We understand the importance of addressing the needs of individuals living in encampments under and around the Hwy 23 bridge and support your efforts to secure funding for this critical initiative.

Many Mansions is pleased to pledge seven units for individuals transitioning from these encampments as part of our commitment to providing Permanent Supportive Housing (PSH) in the Santa Clara Valley. We believe that providing stable housing is a crucial step in helping these individuals rebuild their lives and achieve long-term stability.

We look forward to collaborating with the City of Fillmore to ensure the success of this initiative and to make a meaningful impact on the lives of those in need. Please feel free to reach out to me if you require any further information or support from Many Mansions.

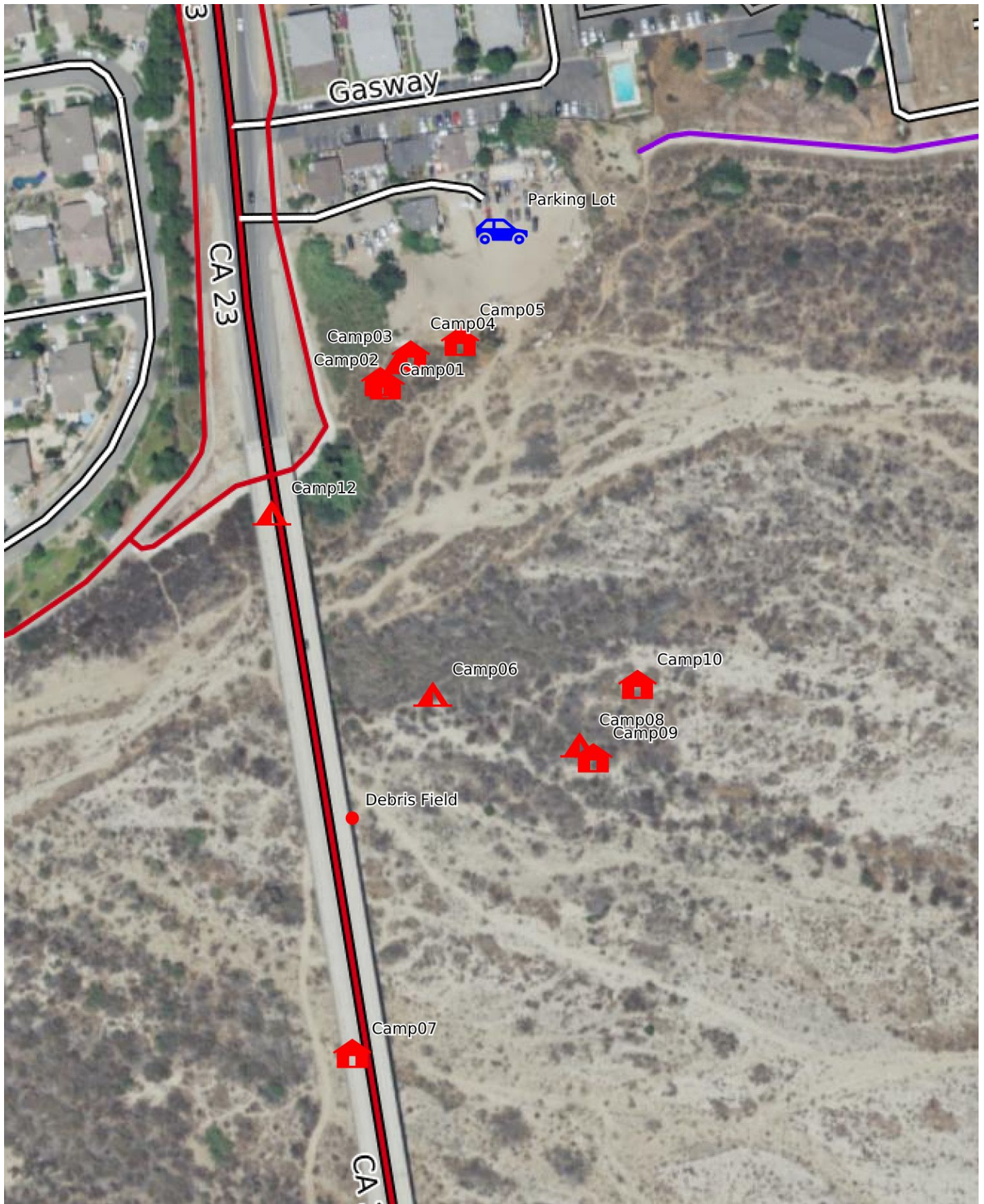
Thank you for your leadership and dedication to this important cause.

Best Regards,

A handwritten signature in black ink that reads "Douglas Menges". The signature is written in a cursive, flowing style.

**Douglas Menges**  
*Executive Director*  
Many Mansions





Mercator Projection  
 WGS84  
 UTM Zone 11S  




MN  
 11.7°  
