

PROHOUSING DESIGNATION PROGRAM

Helpful Hints - 7 Principles for Addressing Encampments



The California Department of Housing and Community Development (HCD) strongly recommends applicants read and understand all relevant laws and regulations specific to the Prohousing Program, including specifically [Title 25, Sections 6600 – 6608 of the California Code of Regulations.](#)

Pursuant to Code Section 6604, the Prohousing Designation Program requires applicants to demonstrate how their treatment of unhoused individuals on encampments on public property conforms to the best practices outlined by the United States Interagency Council on Homelessness' 7 Principles for Addressing Encampments (June 17, 2022).

Please view the following helpful hints when providing encampment responses. HCD may update this document to provide additional guidance to clarify or reflect any recent changes from applicable local, state, or federal law.

	HINT	EXAMPLES
1	Jurisdictions should substantiate their responses by providing details that adequately show that the appropriate policies are being implemented accordingly.	<ol style="list-style-type: none">Supporting documentation may include strategic plans, local ordinances, memorandums of understanding, internal documents and policies, flowcharts, agendas, meeting minutes, etc.Attach all documentation that supports the responses and reference the applicable page #s and section #s accordingly.Provide a flowchart or narrative that clearly outlines the sequential steps that are being taken by the city, county and/or providers to address encampments, which includes the following: coordinating with partners, connecting to housing/services, integrating lived experiences, providing an encampment closure notice, and implementing post-closure strategies to ensure community safety for all residents.If the jurisdiction indicates that they don't have any encampments, submit internal policies and procedures, or public documents (i.e. strategic

		<p>plans, staff reports, etc.) that describe the partnership and/or collaboration between the city and the county/continuum of care.</p>
<p>2</p>	<p>Submit a copy of the notice for encampment closures.</p>	<p>a. Encampment closure notices should include the following:</p> <ol style="list-style-type: none"> 1. Location of the encampment site; 2. Posting date; 3. Dates the site will be cleared; 4. Multiple languages that reflect the demographics of the community; and 5. Contact information for services and housing resources. <p>b. Jurisdictions should also address the following in their internal policies and procedures when coordinating an encampment closure: (1) where personal belongings may be stored after the closure and when they may be disposed; (2) relocation and transportation services; (3) community engagement before and throughout closure; (4) noticing efforts (i.e., provide advance notice, post in various locations, etc.); and (5) hygiene and trash services.</p> <p>c. In accordance with Executive Order N-1-24, a notice to vacate should be posted at least 48 hours prior to initiating removal; and collection, labeling and storage details should be posted at least 60 days if not a health or safety hazard.</p>
<p>3</p>	<p>If the jurisdiction has a policy or process that has not yet been implemented, please include:</p>	<p>a. Anticipated date of completion</p> <p>b. Milestones/steps towards implementation</p>