

Homelessness Intervention – Start Up Process

Funding

- Council appropriates new funding as available with various parameters attached – (ex: eligible uses, timeline) and allocates for specific purposes.
- GPF have not historically been used for these projects. Funding has been primarily state / federal/ donations.
- Additional funding is sometimes available from underspending and/or programs that were not ultimately implemented.

General Program Design

- HSD determines general program design – (Ex: Community Cabins, RV Safe Parking) with input and/or specific direction from CAO, City Council, other departments.
- Under the new policy direction in spring 2021, staff are seeking Council input from the specific District first.

Site Selection

- Real Estate identifies parcels/ hotels. Works with HSD on basic assessment of availability or issues. CAO, Council Office, HSD may also propose specific sites. Council Offices are consulted for all sites.
- Involve architect and builder early on to vet for any issues with the site, get estimates of how many people can be served, estimates of site prep costs, etc. (site size, time allowed for use, etc. will also inform the decision of the type of intervention.
- Historically, site selection is designed to tie in with a nearby encampment closure. This informs the “invitation zone” of who is first invited into the site. Priority is always given to surrounding campers for a new intervention or high priority closure site due to health and safety.
- CAO/ HSD recommend level of infrastructure to invest at the site (higher infrastructure= higher site prep costs) based on length of time the site is available, and what elements the site already has in place (paving, fencing, etc) that can be leveraged, amount of funding available, type of program, etc.
- CAO manages contract with builder for site prep and set up.,
- CAO oversees any processes related to NEPA, leases, interjurisdictional communication, cross departmental coordination (public works, dot, etc.)

Provider –

- HSD selects provider from eligible providers who have applied under the Homeless Services RFQ or “sole source” if applicable.
- HSD negotiates budget and initial scope with provider. Scope is finalized as HSD/provider receives input from community.
- HSD connects with other agencies (both funded by City and non-funded) about the upcoming intervention for feedback/consultation on communities to target.
- Prior to opening, HSD/Provider/ Council Office (if desired) holds community meetings for unsheltered individuals to talk about the program design, eligibility, get feedback, etc.
- Provider works with outreach teams in weeks leading up to site opening to identify participants. A list is maintained of individuals in invitation zone that are prioritized, spaces are held to give people time to decide if they want to access the site.

Council Authorization

- Once site and provider are selected and budgets are finalized, HSD brings resolution to Council to get authority to enter into contracts.
- From FY 17/18 through FY 20/21, Council provided broad authorization to allocate the

large amounts of one time state funding and provided authority for staff to enter into grant agreements for interim homeless interventions without needing to return to council for each grant/intervention.

- In spring 2020 Council requested that for all projects moving forward into FY 21-22 staff must return to Council for each specific intervention/grant agreement.

Community Meeting for neighbors/businesses

- Council office holds neighborhood meeting with housed/unhoused community to talk about the new intervention that will be coming to the neighborhood. HSD staff attend to discuss the intervention in detail. If provider is selected by the time of that meeting, provider attends as well. CAO staff also attend.

Ramp up to Opening

- HSD determines invitation zone – usually the area surrounding the site. As people move in the invitation zone expands outwards.
- HSD communicates with Oakland providers – city funded, county funded, non-funded – to engage with them for referrals, inform them of the intervention
- If site opening is directly connected with an encampment closure – CAO and EMT are also involved in determining invitation zone
- After site is opened, invitation zone becomes closure zone – prioritize closure for area directly adjacent to the site

