

TO: James L. App, City Manager

FROM: Bob Lata, Community Development Director

SUBJECT: Economic Opportunity Commission's Request for Financial Support for the Operation of a Proposed North County Emergency (Homeless) Shelter in Atascadero

DATE: November 18, 2003

Needs: For the City Council to consider a request from the Economic Opportunity Commission of San Luis Obispo County (EOC) to the City (as well as the City of Atascadero and the County) for financial support for a proposed North County Emergency (Homeless) Shelter in Atascadero.

Facts:

1. EOC has received a \$480,000 loan from the State of California to build a North County homeless shelter. The loan will convert to a grant if EOC builds and operates the shelter continuously for 10 years.
2. The proposed site is EOC's existing Head Start Facility in the City of Atascadero on El Camino Real, adjacent to (south of) Home Depot.
3. The Shelter is designed to provide 32 beds and accommodate the emergency shelter needs of the North County.
4. EOC has prepared a Draft Budget (copy attached) that projects annual operating costs at about \$358,000 of which about \$158,000 will be provided via "in-kind" donations of labor and materials from the El Camino Homeless Organization (ECHO), leaving about \$200,000 per year to be financed from other sources.
5. EOC is requesting that the cities of Paso Robles and Atascadero and the County contribute funds so that the combined contributions add up to the \$200,000 needed on an annual basis. EOC is also requesting that these three governmental bodies commit to fund the shelter annually, on an on-going basis.
6. EOC has indicated that it will endeavor to seek other sources of funding, via grants and in-kind donations, to supplement the shelter's annual operating costs.
7. EOC has not proposed amounts for each of the three jurisdictions to contribute for the operating costs. They have verbally suggested that the City of Atascadero's share should be relatively smaller than the City of Paso Robles' and the County's since the shelter will be located in Atascadero. That is, the City of Atascadero should receive some degree of credit for accommodating and providing services to the site.
8. Approval of a conditional use permit is required to develop and operate a homeless shelter in Atascadero. As of the date of this report, the City of Atascadero has received, but has not yet approved, a Conditional Use Permit (CUP) application for a homeless shelter. The City of Atascadero has required EOC to provide evidence that the shelter's operational costs can be met as a prerequisite to consideration of an application for a conditional use permit.
9. As of the date of this report, neither the City of Atascadero nor the County have agreed to provide a share of the operating subsidies for the shelter.

10. EOC is not seeking contributions for the construction of the shelter.

Analysis and
Conclusion:

On October 23, 2003, the City sent EOC a letter requesting that they provide facts about the size of the homeless population in the North County and information to clarify their request. Attached is their response, which includes the City's questions as contained in the October 23 letter.

In their response, EOC indicates that the task of achieving an accurate count of the homeless has proven to be elusive, even to the US Census Bureau. The best EOC could do was to obtain information from agencies that provide services to the homeless. Atascadero's and Paso Robles' Loaves and Fishes organizations reported serving 725 and 642 homeless persons, respectively, in 2002. Additionally, EOC cited surveys conducted by various agencies in the County in the Spring of 2003 that indicate there may be between 866 and 1,500 homeless persons county-wide.

If the Council believes that a contribution toward the operation of the emergency shelter is warranted, the following should be taken into consideration:

- Community Development Block Grant (CDBG) Funds may be used for such a purpose. However, federal regulations governing the CDBG Program provide that no more than 15% of any year's allocation of CDBG funds may be used for public services. In the past three years, this amount has averaged \$55,000. An application to use 2004 CDBG funds for this purpose has been initiated by the City.
- If all of the 15% of CDBG funds useable by public services are used for operations of the emergency shelter, then other public services would not be funded. Past public services funding has included:
 - The Homeless Housing Project's Motel Voucher Program, which has received \$24,000 per year in the past three years, and the Second Baptist Church's program to provide lunches, showers and donated clothing to the homeless, which received \$36,150 in one year;
 - Other programs operated by EOC, the Boys and Girls Club, Big Brother/Big Sisters, Literacy Council, Lifestyles Recovery Center, United Cerebral Palsy, and Loaves and Fishes.
- Another source of CDBG Funds to be considered is the County's Special Urban Projects Fund. This fund, which averages \$150,000 - \$160,000 annually, was established to be available on a competitive basis to those jurisdictions in the County that participate in the CDBG Program. Fact sheets with a more-detailed description of this fund, including the annual allocations from this fund since 1994, are attached.

Since 1996, this fund has been used to support the homeless shelter and homeless day center in San Luis Obispo. The City Council, in its annual resolutions to recommend that the Board of Supervisors adopt the Annual Action Plan for the urban county, have implicitly supported such allocations on the basis that the facilities in San Luis Obispo

serve the homeless needs of the entire County. However, the advent of a North County Emergency Shelter changes this basis, and it would appear that a new shelter warrants support from the Special Urban Projects Fund in proportion to the need it serves compared to the need served by the facilities in San Luis Obispo.

According to the 2000 U.S. Census, depending upon whether or not any portion of the North Coast Area is considered to be “North County”, between 33 and 40 percent of the County’s population lives in the North County. It would be equitable to shift a proportionate share of those funds to support the new homeless shelter in the North County. Such a shift would reduce the amounts of funds each jurisdiction would otherwise need to contribute to reach the \$200,000 annual budget. Further, this would facilitate other public services receiving a share of the 15% of the City’s CDBG funds.

- In a manner similar to the Special Urban Projects Fund, the County receives an annual allocation of about \$95,000 in federal Emergency Shelter Grant (ESG) funds. Attached is a fact sheet showing how these funds were allocated in 2002 and 2003. As with the Special Urban Projects Fund, it would be equitable to shift a proportionate share of those funds to support the new homeless shelter in the North County.
- Other related factors to consider are:
 - California Redevelopment Law provides that Low and Moderate Income Housing (LMIH) Funds can not be used for this purpose.
 - General Funds could be used for this purpose.
 - It should be noted that a contribution for this purpose would have to be made on an annual basis.

Two different funding options (\$75,000 and \$55,000) have been identified for discussion purposes.

Although EOC has stated that it will continue to actively seek grants and donations to offset operating costs, they cannot guarantee that they will not be seeking larger contributions from the three agencies in the future.

A decision to contribute to the North County Emergency Shelter can be made subject to: (1) the County shifting a proportionate share of the Special Urban Projects Fund and ESG funds to assist the North County facility; (2) participation by the City of Atascadero and the County to collectively contribute the amount necessary to cover the shelter’s annual operating costs; (3) award of a conditional use permit, completion of construction, and issuance of a Certificate of Occupancy for the shelter; and (4) continued availability of CDBG funds in amounts no less than what has been received in each of the last three years, and that EOC will not seek supplemental funds should their estimated volunteer in-kind donations not mature.

Policy

Reference: Federal regulations for the Community Development Block Grant Program; California Redevelopment Law

Fiscal
Impact:

Assuming that the North County represents 33% of the County population, and assuming that the combined amounts in the Special Urban Projects and ESG Funds total \$250,000, then the North County could be allocated \$81,000 for homeless programs. From that amount, \$21,000 could be allocated to the North County Women's Shelter and \$60,000 could be allocated to the North County Emergency Shelter's \$200,000 annual operating budget. A possible split of the remaining \$140,000 for the annual operating budget could be: County: \$60,000; City of Paso Robles: \$45,000; and City of Atascadero: \$35,000.

The City of Paso Robles's \$45,000 share could be met with either the 15% of CDBG funds or a combination of 15% of CDBG funds and General Funds. A combination of funding sources would allow a portion of the 15% of CDBG funds to be available to other public service programs. Option A proposes that \$20,000 of the \$45,000 come from the General Fund.

Options:

Upon receipt of public comments, take one of the following minute actions:

- a. Support the project in the amount of \$45,000 and indicate an intent to use \$25,000 of the 15% of the City's allocation of 2004 CDBG funds for this project and supplementing CDBG funds with \$20,000 in General Funds. This support shall be subject to the following conditions:
 - (1) Shift of a proportionate share (at least \$60,000) of the Special Urban Projects Fund and ESG funds to assist the North County Emergency Shelter;
 - (2) Participation by the City of Atascadero and the County to collectively contribute the amount necessary to cover the shelter's annual operating costs;
 - (3) Award of a conditional use permit, completion of construction, and issuance of a Certificate of Occupancy for the shelter; and
 - (4) Continued availability of CDBG funds in amounts no less than what has been received in each of the last three years, and that EOC will not seek supplemental funds should their estimated volunteer in-kind donations not mature.

It should be noted that the City Council cannot take final action on the allocation of 2004 CDBG funds until a public hearing is conducted on the 2004 CDBG program, which will occur either in late February or early March 2004.

- b. Support the project in the amount of \$45,000, all of which would be taken from the 15% of the City's allocation of 2004 CDBG funds. This support shall be subject to the following conditions:
 - (1) Shift of a proportionate share (at least \$60,000) of the Special Urban Projects Fund and ESG funds to assist the North County Emergency Shelter;
 - (2) Participation by the City of Atascadero and the County to collectively contribute the amount necessary to cover the shelter's annual operating costs;
 - (3) Award of a conditional use permit, completion of construction, and issuance of a Certificate of Occupancy for the shelter; and

- (4) Continued availability of CDBG funds in amounts no less than what has been received in each of the last three years, and that EOC will not seek supplemental funds should their estimated volunteer in-kind donations not mature.

It should be noted that the City Council cannot take final action on the allocation of 2004 CDBG funds until a public hearing is conducted on the 2004 CDBG program, which will occur either in late February or early March 2004.

- c. Deny EOC's request without prejudice, which would allow them to reformulate a new request to be resubmitted at a later date.
- d. Amend, modify, or reject the foregoing options.

Prepared by:

Ed Gallagher
Housing Programs Manager

Attachments:

- Draft Operating Budget for the North County Emergency Shelter
- EOC Letter dated October 27, 2003
- EOC's Response to City's Letter dated October 2, 2003
- Fact Sheets about the Special Urban Projects Fund
- Fact Sheet about Emergency Shelter Grant (ESG) Funds

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Special Urban Projects Fund

In 1993, the Cities of Paso Robles, Atascadero, and San Luis Obispo waived their individual entitlements to CDBG funds so that an “urban county” might be formed in which the County and other cities could receive CDBG funds directly from HUD, rather than compete annual for such funds through special allotments made by the federal government to the states.

To establish the urban county, the County of San Luis Obispo and all participating cities executed a “Cooperation Agreement” setting forth the terms under which CDBG funds were to be distributed. Under federal regulations, cooperation agreements are valid for three years and must be renewed if the urban county is to continue. The current Cooperation Agreement was executed in 2002.

With the formation of the urban county in 1993, it was discovered that the county as a whole would receive approximately 15% more CDBG funds than it would if each participating jurisdiction pursued CDBG funds on their own. The County and cities agreed to establish a “Special Urban Projects Fund” equal to 15% of the total allotment of CDBG funds, to provide that these funds would be available on a competitive basis to all participating jurisdictions, and to provide that the funds would be awarded annually by the Board of Supervisors following criteria developed jointly by the County and cities participating in the program.

The criteria developed by the participating jurisdictions are as follows:

- a. Greatest Benefit:
 - (1) To more than one jurisdiction (e.g. presently, the homeless shelter in San Luis Obispo services the entire county); **and/or**
 - (2) To numbers of low and very low income persons;
- b. “But for” extra funds available through the Special Urban Projects Fund, a certain proposed project (by a given jurisdiction) would not be feasible;
- c. Direct benefit to high need/high risk groups such as very low incomes, handicapped, youth recreation/gang prevention.

Attached is a history of use of the Special Urban Projects Fund. The City Council has annually supported the uses of this fund via its resolutions recommending that the Board of Supervisors approve the Annual Action Plan. The Council’s recommendations essentially are an indirect/implicit means of stating that the City of Paso Robles is contributing to resolution of its homeless problem via its support for using Special Urban Projects funds for the homeless shelter and day center located in San Luis Obispo.

North County Overnight Shelter
Proposed 12 month Operating and Start-up Budget

Rec'd 9/23/03

revised 9/19/03

| DESCRIPTION | TOTAL BUDGET AMOUNT | 1st Year STARTUP | ANNUAL OPERATING | PROPOSED ECHO IN-KIND (valued at cost) |
|---|---------------------------|---------------------|---------------------|--|
| <u>Personnel Costs</u> | | | | |
| Program Director (6hrs/wk) | 0.00 | | 0.00 | |
| Shelter Manager (20hrs/wk) | 19,303 | | 19,303 | |
| Shelter Worker -1 staff-15 hours day, 7days wk (4:15pm-7:45am) | 59,698 | - | 59,698 | |
| Shelter Worker -1 volunteer-12.5 hours day, 7days wk (6:30pm-7am) | 50,369 | | | 50,369 |
| Substitute Workers (8hrs/wk) (cover for sick/vac) | 4,264 | | 4,264 | |
| Shift Differential @.75 per hour on 13 holidays & weekends | 1,365 | | 1,365 | |
| Subtotal Personnel | 134,999 | - | 84,630 | 50,369 |
| <u>Fringe Benefits</u> | | | | |
| Payroll Taxes | 13,183 | | 8,070 | 5,113 |
| Health Insurance | 37,137 | | 20,598 | 16,539 |
| Workers Compensation | 23,111 | | 23,111 | |
| Retirement | 4,050 | | 2,539 | 1,511 |
| Subtotal Fringe | 77,482 | - | 54,319 | 23,163 |
| Total Salary & Fringe | \$ 212,481 | - | 138,949 | 73,532 |
| <u>Food Service</u> | | | | |
| 1 Refrigerator, Coffee Maker, Microwave | 1,000 | | | 1,000 |
| Food- Dinners | 14,000 | | | 14,000 |
| Food- Snacks & Breakfast | 6,000 | | | 6,000 |
| | 21,000 | - | - | 21,000 |
| <u>Maintenance</u> | | | | |
| Laundry | 13,400 | | | 13,400 |
| Repairs & Maintenance, Repairs/Yrd Maint | 6,000 | | 6,000 | |
| Janitorial Contract-Qtrly Deep Cng/Floors | 12,400 | | 4,000 | 8,400 |
| Janitorial Supplies-Paper Products-Echo | 3,000 | | | 3,000 |
| Program Supplies-(fax, copier) | 1,650 | 1,650 | | |
| Prog Supplies-(beds,footlockers,mattresses) | 14,880 | 8,000 | | 6,880 |
| Prog Supplies-(tables, chairs) | 2,590 | 2,590 | | |
| Prog Supplies-Client educ/socialization (books,newspapers) | 460 | | | 460 |
| Prog Supplies-Misc (water filtration system) | 480 | 360 | 120 | |
| Prog Supplies-Other & Client Supplies (hygiene,towels,breathalizer) | 2,200 | - | 400 | 1,800 |
| Prog Supplies - (plates, cups, forks) Coffee | 7,200 | | 1,200 | 6,000 |
| Prog Supplies IT - (1computer, 1 printer) | 3,620 | 2,900 | 720 | |
| | 67,880 | 15,500 | 12,440 | 39,940 |
| <u>Utilities</u> (see footnote 2) | | | | |
| Water | 7,500 | 300 | 7,200 | |
| Gas (heating) | 2,900 | | 2,900 | |
| Electric (swamp cooler) | 7,950 | 1,200 | 2,750 | 4,000 |
| Telephone & Comm.(monthly service, 2 phones,cell,pager,fax) | 6,240 | 840 | 5,400 | |
| Garbage-Echo will pay at Shelter & Meal site | 4,682 | 2,160 | 650 | 1,872 |
| | 29,272 | 4,500 | 18,900 | 5,872 |
| <u>Transportation</u> | | | | |
| Vehicle Maintenance | 550 | | 550 | |
| Client Transportation, Bus Passes | 2,500 | | 1,000 | 1,500 |
| Auto Insurance -car & bus | 3,200 | | 1,000 | 2,200 |
| Gasoline - EOC Vehicle & ECHO Van | 3,280 | | 780 | 2,500 |
| | 9,530 | - | 3,330 | 6,200 |
| <u>Office & Administration Expense</u> | | | | |
| Rent Expense | 4,800 | | 4,800 | |
| Office Supplies | 750 | | 750 | |
| Equipment Repair & Maintenance | 1,500 | | 1,500 | |
| Training & Recruiting Costs | 3,500 | 2,000 | 1,500 | |
| Copying Charges & Postage | 200 | | 200 | |
| Printing | 1,000 | 500 | 500 | |
| General Property & Liability Insurance | 2,500 | | 2,500 | |
| Indirect Administrative Expense @ 7.8% | 27,269 | 1,755 | 14,084 | 11,430 |
| | 41,519 | 4,255 | 25,834 | 11,430 |
| TOTAL STARTUP & OPERATING BUDGET | \$ 381,682 | \$ 24,255 | \$ 199,453 | \$ 157,974 |

DRAFT



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RECEIVED

OCT 29 2003

Community Development

October 27, 2003

Paso Robles City Council
1000 Spring Street
Paso Robles, CA 93446

Dear Council Members:

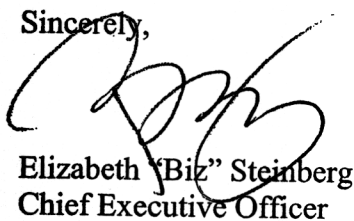
We appreciate the opportunity to appear before the Paso Robles City Council on November 18. It is our intention to ask for the Council's assistance with establishment of a North County Family Shelter in Atascadero.

We anticipate that each of the three jurisdictions will make a philosophical commitment to meeting the needs of the region's homeless families and, in that spirit, will collaborate to develop funding commitments to support operation of the shelter program. We currently project an annual cash need of \$200,000, to be shared by all funding partners.

If each jurisdiction comes to the table around our shared concern for the North County's struggling families, we will be more likely to negotiate a funding plan that works for all entities. This approach seems more reasonable than EOC suggesting what each jurisdiction's financial participation should be.

We have already submitted written responses to the questions raised in Ed Gallagher's letter of October 2, 2003. If the Council needs more information, please contact our Planning Director, Lillian Judd, at 544-4355 x 128. Thank you for facilitating discussion of this important issue.

Sincerely,



Elizabeth "Biz" Steinberg
Chief Executive Officer

• Child Care Resource Connection • Emergency Services • Energy Conservation • Weatherization Services •
• Family Planning Services • Head Start • Homeless Shelter • Migrant Child Care • Senior Health Screening • Teen Parenting Program •





The San Luis Obispo Supportive Housing Consortium

The San Luis Obispo Supportive Housing Consortium originally grew out of ongoing, informal conversations between certain nonprofit agencies regarding their clients' need for affordable housing with on-site services. In the Fall of 1995, nonprofit housing developers, residential program providers, service providers, and advocacy groups were invited to a five-day training on development of affordable supportive housing and creation of a supportive housing consortium. Since that time, Consortium members have developed strategies and mechanisms to advocate for supportive housing and to create new housing opportunities for member agency clients.

These efforts have resulted in:

- \$972,000 in funding to implement a Tenant-Based Rental Assistance (TBRA) and security deposit program for clients case managed by Consortium agencies. In the first seven months of this funding year, 110 households received TBRA assistance to achieve safe, secure and affordable housing. Since 1997, TBRA has housed 377 families.
- funding and acquisition of a nine-unit apartment complex for persons with AIDS;
- funding and acquisition of a transitional housing facility for women in recovery;
- funding for the rehabilitation of a recovery home for women;
- funding and construction of a thirty-unit apartment complex;
- funding and acquisition of a tri-plex for persons with AIDS and their families;
- partial funding for acquisition of housing for victims of domestic violence.

Mission Statement: The mission of the Consortium is to increase the number of units of housing for low-income county residents with special needs.

Definition of Membership: A Consortium Member organization is an advocate, housing provider and/or human services agency that works with county residents with special needs.

Target population: Adults with disabilities and/or special needs and their families who must utilize housing with supportive services to maintain their highest degree of self-sufficiency. Income eligibility is 0-50% of median county income. Populations include persons with serious health conditions, physical disabilities, developmental disabilities, mental illness, or in recovery from substance abuse, as well as victims of domestic violence and families in crisis.

Members include:

Transitions-Mental Health Association
Community Mental Health Services
Women's Shelter Program of SLO
Peoples' Self-Help Housing Corp.
AIDS Support Network
San Luis Obispo Non-Profit Housing Corp.
North County Women's Shelter & Resource Center
Alliance for the Mentally Ill
Independent Living Resource Center
SLO Supportive Living
Tri-Counties Regional Center

Casa Solana
Economic Opportunity Commission
Housing Authority of City of SLO
Sojourn
Life Steps Foundation
Work Training Programs
Department of Social Services
Loaves & Fishes of Paso Robles
OPTIONS
NCI
Family Care Network



FACTS ABOUT THE ESG PROGRAM

1. Emergency Shelter Grants (ESG) are federal funds to be used to provide shelter for the homeless.
2. In 2002 and 2003, the urban county received \$95,000, which were allocated to the programs listed in the table below.

| Applicant | Project | 2002 | 2003 |
|------------------------------|---|-----------------|-----------------|
| EOC | SLO Homeless Shelter Operation and North County Homeless Outreach | \$48,805 | \$46,360 |
| EOC | SLO Homeless Day Center Operation | \$16,484 | \$15,658 |
| SLO Women's Shelter | Women's Shelter Operation | \$ 8,488 | \$ 8,070 |
| North County Women's Shelter | Women's Shelter Operation | \$21,223 | \$20,162 |
| ECHO * | motel vouchers, program operating funds | \$ 0 | \$ 4,750 |
| TOTAL | | \$95,000 | \$95,000 |

* ECHO is the El Camino Homeless Organization, which provides homeless shelter services in Atascadero.

3. In 2003, 26% of ESG funds were allocated to North County programs.
4. According to the 2000 U.S. Census, depending upon whether or not any portion of the North Coast Area is considered to be "North County", between 33 and 40 percent of the County's population lives in the North County. (33% assumes none of the North Coast population is within the North County; 40% assumes that half of the North Coast population is within the North County.)

**NORTH COUNTY FAMILY SHELTER
INFORMATION REQUESTED BY
PASO ROBLES CITY COUNCIL**

1. Include a statement that EOC will also be requesting financial participation from the County and the City of Atascadero and that each jurisdiction will be asked to contribute its fair share of the operating costs based on EOC's estimates of each jurisdiction's share of the need.

EOC will be requesting financial participation from all North County jurisdictions for the ongoing operational costs of the proposed North County Family Shelter, to be located in Atascadero. As explained in the following question, without a baseline and periodic census of the North County homeless, there is no foundation for calculating "fair share" allocations.

2. Provide an analysis of the need for the shelter based on facts about the number of homeless persons, giving verifiable local (i.e., North County-wide, or countywide, but not statewide or nationwide) references for the facts, and determining the percentage of demand attributable to each of the jurisdictions being asked to participate. (E.g., if Paso Robles only accounts for 35% of the need, then it's share should not exceed 35% of the annual operating costs.)

EOC coordinated the countywide homeless enumeration for the 2000 Census. More than 1,000 homeless persons were enumerated at "Be Counted" events, held simultaneously throughout the county to avoid duplicative counts. Unfortunately, the Census Bureau has issued only one report of these Census figures and does not intend to release additional data. According to the report, *Emergency and Transitional Shelter Populations: 2000, Census 2000 Special Reports, issued October 2001*, 188 homeless persons were residing in emergency shelters in the San Luis Obispo-Atascadero-Paso Robles Metropolitan Area. For a variety of reasons the report cautions "when reviewing data from the emergency and transitional shelter enumeration, the Census Bureau encourages data users not to use it as a count of the population experiencing homelessness..."

Despite the labor-intensive "point in time" homeless enumeration in 2000, the actual number of homeless persons in the county is not known. Most public or private agencies as well as the County Homeless Services Coordinator believe there are at least 3,000-4,000 homeless persons and that their number is growing. Families and seniors are the fastest growing segments of the homeless population. As of September 2003 there were 690 North County families receiving CalWORKs benefits (Atascadero 245, Paso Robles 324, unincorporated 121) and 23 individuals receiving General Assistance (Atascadero 7, Paso Robles 12, unincorporated 4). These low-income households are most at-risk of becoming homeless; some families are already homeless, living in cars or "couch surfing" while they seek emergency help from the Department of Social Services or shelter programs.

In May 2003, data was gathered from local programs that serve the homeless, and presented in a HUD Supportive Housing Program application. The *Homeless Population and Subpopulations Chart* showed 259 homeless persons currently being served in emergency or transitional shelters,

and another 607 in need of shelter, for a total of 866 homeless persons. These agencies reported 342 chronically homeless (homeless for more than one year) persons currently being sheltered and 1,500 needing shelter.

In April 2003, the San Luis Obispo Supportive Housing Consortium surveyed its 19 member agencies about their current and emergency client housing needs. These agencies serve adults with disabilities and/or special needs and their families who must utilize housing with supportive services to maintain their highest degree of self-sufficiency. Populations include persons with serious health conditions, physical disabilities, developmental disabilities, mental illness, in recovery from substance abuse, domestic violence victims, and families in crisis including the homeless. Consortium projections of clients needs for the period March 2003-February 2004:

- clients to be served = 12,786
- homeless = 978
- inadequately housed because of a household disability = 1,488
- pay more than 50% of their income for rent = 3,552
- at risk of becoming homeless = 789

Atascadero Loaves & Fishes reported serving 725 homeless persons in 2002. In the same period, Loaves & Fishes Paso Robles reported serving 642 homeless persons. The *San Luis Obispo Hunger Study 2003* conducted 219 face-to-face interviews with food assistance clients at 22 county service sites that work with the Food Bank Coalition. Among the findings highlighted in their July 2003 report was that 24.7% (almost one in four food assistance clients) did not have a place to live.

It is obvious that, despite local efforts to enumerate the homeless, Census data is not a viable indicator. The *Emergency and Transitional Shelter Populations: 2000, Census 2000 Special Reports, issued October 2001*, summarized the challenge: "Different results for the population experiencing homelessness are obtained when an enumeration occurs only once as opposed to when homelessness is measured over time...Census Bureau officials and other experts generally agree that producing a count of the homeless would require detailed survey methods that are specifically targeted to that population."

County Planning recently submitted a HUD application to fund implementation of a Homeless Management Information System (HMIS) for our county. The HMIS will enable improved longitudinal data gathering and analysis that will result in more effective and efficient coordination of service delivery across all programs serving the homeless. It is hoped the HMIS will be fully functional by September 2004.

Until that time, EOC is not able to determine the percentage of demand attributable to each of the jurisdictions being asked to participate.

3. If EOC intends to assign a credit to the City of Atascadero for accommodating and providing services to the site (as mentioned by Anita Robinson at the September 23 meeting), then that credit needs to be expressed in an estimated dollar value to be factored into the fair share allocation schedule. The methodology for assigning the dollar value needs to be provided.

Since its inception in January 2001, the North County Family Shelter has been a collaborative effort. One of the most critical aspects of the proposed shelter's success is development of funding agreements that are satisfactory to all participants. EOC is not able to assign a credit or estimated dollar value to Atascadero's accommodation of the shelter.

4. The request should explicitly state the period of time for the requested subsidy. Will it be ongoing for an indefinite period of time (i.e., the life of the shelter)? Will annual contributions be adjusted for inflation?

EOC's capital development grant is a forgivable deferred loan that, when all loan terms have been met, will be converted to a grant. Principal and interest are deferred for the term of the loan as long as the facility is used as an emergency shelter. If the shelter does not provide 10 years of services, EOC must repay the loan, with interest, to the State.

For that reason, EOC must be assured that local jurisdictions will provide ongoing financial support to operate the shelter for a minimum of 10 years. If all three jurisdictions, community partners and EOC participate in a collaborative funding relationship because they share a common goal of meeting the needs of North County's homeless families, the annual resource allocation will be achieved.

5. The request should address contingencies for possible changes in the cost and revenue sides of the ledger; for example:

- ***If ECHO's in-kind donations of labor should flag beneath projected levels, would EOC have to hire personnel and then expect the contributing jurisdictions to increase their subsidies?***

The draft first year budget reflects ECHO's substantial cash and In-Kind contributions including shelter volunteers. EOC will work with ECHO as well as other North County community partners, faith-based organizations and service clubs to build and sustain a volunteer core to support shelter operations.

- ***If a dinner/screening site is added in Paso Robles, would all jurisdictions be expected to contribute a share to the increased costs?***

It is assumed that the Paso Robles dinner program will be supported by the local faith-based community, as is the Atascadero dinner program. It has not yet been determined if the new dinner program will follow the SLO People's Kitchen operating model of generating its own income without accessing CDBG Public Services funding, or if it will follow the ECHO model of requesting CDBG support. The financial needs of dinner program partners will be part of the annual discussion of resource allocation.

- ***If EOC obtains grants and/or donations to offset operating costs, will contributing jurisdictions be credited proportionately on future contributions?***

Funding for the first year of operations should be committed prior to commencement of shelter services. This would allow operational funds raised during the first year to be applied to second year costs. By using resources developed in one year to fund the following year's operations, predictability is possible for funding partners, EOC as the shelter operator and users of the service. EOC is committed to looking for additional operating grants and donations.

6. EOC should explain how the construction of the shelter will be funded, so as to give a comfort level to the City Council that, notwithstanding the feasibility of operating it, this project has a real possibility of being built (without Paso Robles subsidy).

The costs of construction will be covered by the \$481,404 State capital development funds and a community "barn-raising" effort. EOC is already seeking a one-time federal appropriation to assist with construction. It is not EOC's intention to ask the three jurisdictions for construction costs.

7. EOC should explain the urgency and circumstances underlying the desire to present their request to the City Council in advance of approval of a conditional use permit by the City of Atascadero.

The City of Atascadero has made it very clear that on-going operations funding will be an issue during the Conditional Use Permit process. The City is pressing for commitment of operating resources before it grants permission for construction at the site.

SPECIAL URBAN PROJECT FUND ALLOCATIONS

| ALLOCATION | 1994 | 1995 | 1996 | 1997 | 1998 | 1999 | 2000 | 2001 | 2002 | 2003 |
|--|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| SLO Women's Shelter: Site Acquisition | 106,103 | | | | | | | | | |
| Paso Robles: Spring Meadows Site Acquisition (PSHHC) | 40,591 | | | | | | | | | |
| SLO Women's Shelter: sewer lateral extension | | 63,000 | | | | | | | | |
| SLO Homeless Services Center (Prado Road) development costs | | 25,000 | 24,284 | | | | | | | |
| Atascadero Loaves & Fishes' building acquisition | | 25,025 | | | | | | | | |
| North County Women's Shelter (Atascadero) Storage Building and driveway paving | | 10,000 | 6,702 | | | | | | | |
| Grover Beach affordable housing development (site acquisition) | | 40,000 | | | | | | | | |
| SLO Homeless Shelter operations and North County Outreach | | | 88,512 | 84,085 | 130,000 | 130,000 | 149,500 | 149,500 | 136,656 | 140,317 |
| SLO Homeless Services Center (Prado Road) operations | | | 38,853 | 40,000 | 10,827 | 11,657 | 2,693 | 2,693 | 24,311 | 25,000 |
| Adriance Court Electrical Services Upgrade (SLO) ** | | | | 21,000 | | | | | | |
| TOTAL | 146,694 | 163,025 | 158,351 | 145,085 | 140,827 | 141,657 | 152,193 | 152,193 | 160,967 | 165,317 |

* Adriance Court is a small apartment complex in SLO owned by the AIDS Support Network., which reportedly consists of an older building in need of some rehabilitation.