

Memorandum


TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Ragan Henninger
Jim Shannon

SUBJECT: SEE BELOW

DATE: November 6, 2023

Approved



Date

11/17/23

**SUBJECT: ACTIONS RELATED TO GRANT AGREEMENTS FOR MULTIPLE
PROGRAMS SERVING HOUSEHOLDS EXPERIENCING
HOMELESSNESS FOR FISCAL YEAR 2023-2024**

RECOMMENDATION

- (a) Adopt a resolution authorizing the Acting Director of Housing, the Director of Housing, or their designee to negotiate and execute agreements and amendments for programs serving individuals and families experiencing homelessness. These services will begin in Fiscal Year 2023 – 2024 with up to three one-year options to extend, subject to the appropriation of funds and termination for convenience.
- (1) Bill Wilson Center for the Financial Assistance Program for Homeless and At-Risk Youth in the amount of \$2,041,499 retroactive from November 1, 2023 – December 31, 2025;
 - (2) Unity Care for the Financial Assistance Program for Homeless and At-Risk Youth in the amount of \$2,000,000 retroactive from November 1, 2023 – December 31, 2025;
 - (3) WeHope for the Dignity on Wheels Program in the amount of \$1,000,000 from January 1, 2024 – December 31, 2024;
 - (4) County of Santa Clara for the Centralized Shelter Hotline in the amount of \$1,500,000 retroactive from July 1, 2023 – June 30, 2025;
 - (5) HomeFirst of Santa Clara County for the Citywide Outreach Program for Unsheltered Populations in the amount of \$42,000 from January 1, 2024 – June 30, 2024;
 - (6) LifeMoves for the Guadalupe Emergency Interim Housing Program in the amount of \$600,000 from January 1, 2024 – June 30, 2024;
 - (7) LifeMoves for the Temporary Housing Access Program in the amount of \$4,500,000 retroactive from July 1, 2023 – June 30, 2024;
 - (8) Sacred Heart Community Service for the Eviction Diversion and Settlement Program in the amount of \$2,712,628 retroactive from October 31, 2023 – June 30, 2024; and
 - (9) LifeMoves for the Supportive Parking for Recreational Vehicles Program in the amount of \$200,000 from March 1, 2024 – June 30, 2024.

- (b) Adopt the following Fiscal Year 2023-2024 Appropriation Ordinance Amendments in the Homeless Housing, Assistance, and Prevention Fund:
 - (1) Decrease the Emergency Shelters appropriation to the Housing Department by \$400,000; and
 - (2) Increase the Homeless Youth appropriation to the Housing Department by \$400,000.
- (c) Adopt the following Fiscal Year 2023-2024 Appropriation Ordinance Amendments in the General Fund:
 - (1) Decrease the Measure E – 10% Homeless Prevention and Rental Assistance Reserve by \$2,712,628; and
 - (2) Increase the Measure E – Rental Assistance (10% HPRA) appropriation to the Housing Department by \$2,712,628.

SUMMARY AND OUTCOME

The delegation of authority to the Acting Director of Housing, Director of Housing, or their designee to execute four new agreements and five amendments as described in this memorandum, will allow the Housing Department to expeditiously provide a variety of services to San José's most vulnerable residents. The nine agreements to seven nonprofit and government partners total \$14,596,127 in local, state, and federal funds.

BACKGROUND

The January 2023 homeless census and survey counted 6,266 individuals experiencing homelessness in San José, of whom 70% were unsheltered. To help address the needs of those experiencing homelessness in San José, the City of San José is committed to aligning its funding and grants with the strategies of the region's five-year Santa Clara County Community Plan to End Homelessness.

ANALYSIS

City Council approval of staff's recommendation will allow the Housing Department to move forward on providing up to \$14,596,127 in local, state, and federal funds to serve San José's most vulnerable residents who are experiencing homelessness by providing crisis interventions and supportive services.

Summary of Programs Providing Crisis Intervention and Support Services

The nine agreements will fund eight programs (there will be two agreements serving youth under the same program name). **Table 1** outlines a summary of program names and service providers.

Table 1 – Program Names, Service Providers, and Amount

Program Name	Service Provider(s)	Amount
1) Financial Assistance Program for Homeless and At-Risk Youth	Bill Wilson Center	\$2,041,499
	Unity Care	\$2,000,000
2) Dignity on Wheels Program	WeHope	\$1,000,000
3) Centralized Shelter Hotline Program	County of Santa Clara's Office of Supportive Housing	\$1,500,000
4) Citywide Outreach Program for Unsheltered Populations	HomeFirst of Santa Clara County	\$42,000
5) Guadalupe Emergency Interim Housing Program	LifeMoves	\$600,000
6) Temporary Housing Access Program	LifeMoves	\$4,500,000
7) Eviction Diversion and Settlement Program	Sacred Heart Community Service	\$2,712,628
8) Supportive Parking for Recreational Vehicles Program	LifeMoves	\$200,000
TOTAL		\$14,596,127

The Housing Department will coordinate with the City Attorney's Office and the City Manager's Office to develop and approve all new and amended existing agreements. The descriptions below reflect program overviews with projections. Negotiations with partners on the number of participants who will be served, as well as performance outcomes, are in the beginning stages and may not be included in the program summaries described in this memorandum.

1) Financial Assistance Program for Homeless and At-Risk Youth

Beginning in 2021, the City of San José coordinated with the County of Santa Clara (County) on a federal grant, Youth Homelessness Demonstration Program, which aims to encourage and support coordinated community approaches to prevent and end youth homelessness and serve as an advisory body for addressing youth and young adult homelessness. The Youth Homelessness Demonstration Program, along with the region's Youth Action Board, developed the Santa Clara County Community Plan to End Youth and Young Adult Homelessness.¹

¹ [Santa Clara County Community Plan to End Youth and Young Adult Homelessness April 2022](#)

The Santa Clara County Community Plan to End Youth and Young Adult Homelessness highlights the need to connect at-risk and unhoused youth to welcoming and supportive resources much earlier in their experience of housing instability. Prevention and diversion support for at-risk and newly unhoused youth and young adults includes financial assistance, case management, and service connections; however, youth emphasize that support should also include life skills development, mentorship, education, career development, and stable connections with supportive adults. Service providers and other system stakeholders echoed this need, citing siloed systems, lack of effective communication about available resources, and overall limited resources targeted to and designed for youth as the primary barriers to early intervention.

Aligned with the Santa Clara County Community Plan to End Youth and Young Adult Homelessness, the Housing Department released a Financial Assistance Program for Homeless and At-Risk Youth Request for Proposals on February 10, 2023 and made it available for seven weeks, closing on March 30, 2023. Two proposals were submitted.

An evaluation panel consisted of two Housing Department staff, one County Office of Supportive Housing staff, one Santa Clara County Office of Education staff, and one Youth Action Board member with lived experience of homelessness. On April 11, 2023, the evaluation panel reviewed and rated the two proposals based on standard evaluation criteria, which included assessing each proposal's program narrative, cultural competency, equitable service delivery model, organizational capacity and experience, outcome goals, and budget.

Subsequently, the evaluation panel selected both proposers, which resulted in the Housing Department granting awards to the Bill Wilson Center and Unity Care to operate the Financial Assistance Program for Homeless and At-Risk Youth. This type of program has been a national best practice strategy for assisting youth experiencing homelessness. It has been widely referred to as "direct cash transfers" and "guaranteed basic income". Bill Wilson Center and Unity Care will offer direct financial assistance (cash transfers), supplemented by other supportive services, to young people currently experiencing homelessness under the Financial Assistance Program for Homeless and At-Risk Youth (program name subject to change).

Voluntary youth-driven and flexible supports, such as strengths-based peer counseling, mentorship and connection to other services and resources, housing navigation, financial inclusion and financial literacy supports, and realistic goal-based budgeting, among others, could amplify positive effects on the youth participants. This intervention is intended to empower and entrust young people to invest in their own solutions for housing stability and cultivate pathways to thriving. Simple goals around this successful program model include centralizing empowerment of young people around flexibility, choice, equity, and trust, while offering individualized support, especially around housing stability.

Bill Wilson Center

Bill Wilson Center's proposed Financial Assistance Program for Homeless and At-Risk Youth will serve 50 individuals, ages 18 to 24, with financial assistance and supportive services. Prioritized participants will be college-engaged (i.e., currently pursuing a two-year degree at a community college or attending a four-year college/university); youth who identify as lesbian, gay, bisexual, transgender, queer or questioning, intersex, asexual, and more; and undocumented youth. Bill Wilson Center intends to provide a cash payment of \$1,000 per month to enrolled participants with no preconditions on how the monies should be spent. The payments will continue for a duration of 18 months as long as participants reside in San José. The primary partner for this project will be San José City College, to provide a referral pipeline and office space to meet with students on campus. The goal is to provide youth with financial stability while they work towards long-term self-sufficiency and stable housing.

The proposed new contract with Bill Wilson Center would be retroactive from November 1, 2023 through December 31, 2025. The 26-month \$2,041,499 award, funded by the state Homeless Housing, Assistance, and Prevention program (HHAP) and federal Emergency Solutions Grant, will primarily support personnel costs and direct financial assistance. The contract is retroactive to allow Bill Wilson Center to be reimbursed for expenses associated with staffing up and hiring to begin the program.

Unity Care

Unity Care's proposed Financial Assistance Program for Homeless and At-Risk Youth will serve 50 individuals, ages 18 to 24, with financial assistance and supportive services. Using a program model that partners with youth service providers throughout San José (providers that are already identified as touch points for youth who are homeless or at risk), the program will implement "mobile hubs" where supportive services and community-building opportunities will be centrally located and mobilized. Unity Care will provide a cash payment of \$1,000 per month to enrolled participants with no preconditions stipulating how it should be spent. The payments will continue for a duration of 18 months (participants must reside in San José at the time of enrollment to qualify). The goal is to provide youth with financial stability while they work towards long-term self-sufficiency and stable housing.

The proposed new contract with Unity Care would be retroactive from November 1, 2023 through December 31, 2025. The 26-month \$2,000,000 award, funded by HHAP, will primarily support personnel costs and direct financial assistance. The contract is retroactive to allow Unity Care to be reimbursed for expenses associated with staffing up and hiring to begin the program.

2. Dignity on Wheels Program

The Housing Department released a Hygiene Services Program Request for Proposals on February 15, 2023 and made it available for seven weeks, closing on April 5, 2023. Two proposals were submitted.

The Hygiene Services Program Request for Proposals required proposals that offered shower services to unsheltered individuals in San José. A highly competitive proposal would demonstrate a plan to offer connections to housing opportunities and supportive services for program participants, address other components of one's personal hygiene, such as access to laundry, and incorporate a collaboration with those with lived experience of homelessness.

An evaluation panel consisted of three Housing Department staff, one County Office of Supportive Housing staff, and one member of the regional Lived Experience Advisory Board. On May 2, 2023, the evaluation panel reviewed and rated the two proposals based on standard evaluation criteria, which included assessing each proposal's program narrative, cultural competency, equitable service delivery model, organizational capacity and experience, outcome goals, and budget.

Subsequently, the evaluation panel conducted two separate interviews with the two proposers, Community Seva and WeHope (in a consortium with Grace Solutions). Neither organization received initial scores that met the minimum score threshold. After extensive deliberation, the evaluation panel selected WeHope to operate the Hygiene Services Program without the proposed consortium partner with Grace Solutions.

WeHope

WeHope's proposed Hygiene Services Program, through its existing "Dignity on Wheels" Program model, will serve thousands of unsheltered individuals with mobile hygiene services. Dignity on Wheels will provide mobile shower and laundry services a minimum of six days a week to unsheltered individuals residing in homeless encampments and enrolled participants in supportive parking programs.

The Housing Department entered into a no-cost extension to an existing agreement with WeHope to avoid a lapse in service while developing the new agreement. On June 20, 2023², City Council approved the no-cost award to extend the term of the existing agreement from July 1, 2023 through December 31, 2023, to continue funding personnel and operations costs through the end of the calendar year.

² [Actions Related to Grant Agreements for Multiple Homelessness Programs for Fiscal Year 2023-2024 June 20, 2023](#)

The proposed new contract with WeHope would be from January 1, 2024 through December 31, 2024. The 12-month \$1,000,000 award, funded by HHAP, will support personnel costs and mobile trailer operations.

Conflict of Interest

Rosalynn Hughey, Deputy City Manager and Acting Director of Housing serves as an uncompensated member of the board of directors for WeHope, a California nonprofit corporation. She did not participate in the selection of WeHope for the additional funding and will not participate in making any amended contract or grant agreement.

3. Centralized Shelter Hotline Program

County's Office of Supportive Housing

The Housing Department partnered with the County's Office of Supportive Housing to fund a regional centralized shelter hotline for direct referrals to emergency shelters and motels. This service was implemented by the County during the COVID-19 pandemic to quickly place unsheltered individuals and families most vulnerable to the virus in safe and stable housing. Rather than calling multiple locations seeking a shelter bed, an individual could call a centralized phone number and obtain assistance from a live representative and access countywide shelter bed availability in real-time. The County collects data daily on available shelter beds across the county and works to fill beds and provides transportation to shelter locations.

The regional centralized shelter hotline serves as a key component in the countywide coordinated entry system for shelter placement. In Fiscal Year 2022-2023, the shelter hotline received 94,640 calls which resulted in 10,209 program enrollments. Most of the calls were from individuals experiencing homelessness in San José. The City Council last approved this agreement on August 31, 2021³. The current contract with the County expired on June 30, 2023.

The proposed new contract with the County would be retroactive from July 1, 2023 through June 30, 2025. The contract is proposed retroactive because negotiations with the County took longer than anticipated and the Housing Department did not want a lapse in services. The 24-month \$1,500,000 award, funded by HHAP, will primarily support personnel costs and hotline operations.

³ [Authorization to Negotiate and Execute Grant Agreements and Grant Amendments for Multiple Homeless Programs in Fiscal Year 2021-2022 August 31, 2021](#)

4. Citywide Outreach Program for Unsheltered Populations

HomeFirst of Santa Clara County

The Housing Department continued to partner with HomeFirst of Santa Clara County to operate the Citywide Outreach Program for Unsheltered Populations. The program currently consists of six full-time outreach employees who primarily respond to inquiries that are submitted to the City's Homeless Concerns Hotline. In Fiscal Year 2022-2023, the City's Homeless Concerns Hotline received 5,148 calls and emails. This reactive outreach program deploys outreach workers to the reported location of concern to assess the site and offer shelter, transportation, and other comprehensive support services to unsheltered individuals. While the goal of outreach is to achieve successful housing placements, the primary role of the Citywide Outreach Program for Unsheltered Populations is to begin the preliminary process of exiting homelessness by initiating housing assessments and initial engagement with unsheltered individuals. The program is currently funded with federal Emergency Solutions Grant funds and Community Development Block Grant funds.

In Fiscal Year 2023-2024, the United States Department of Housing and Urban Development announced a decrease in the City of San José's Emergency Solutions Grant funds. The \$42,000 decrease subsequently decreased HomeFirst of Santa Clara County's budget for the Citywide Outreach Program for Unsheltered Populations. To keep the award at \$887,842, the Housing Department is proposing to amend the current agreement and add \$42,000 of HHAP funding. The Housing Department is redesigning its street outreach programs to focus on targeted outreach in pre-identified areas. A procurement is in process for street outreach programs beginning in Fiscal Year 2024-2025. As such, the Citywide Outreach Program for Unsheltered Populations contract will not be renewed after it expires on June 30, 2024.

5. Guadalupe Emergency Interim Housing Program

LifeMoves

The Housing Department continued to partner with LifeMoves to operate the Guadalupe Emergency Interim Housing (EIH) program. The staff recommendation is to replace existing budgeted funds from HHAP with funds from Santa Clara Valley Water District (Valley Water) budgeted in the General Fund. These funds will allow LifeMoves to set aside 30 EIH units at the Guadalupe EIH site to serve individuals impacted by Valley Water flood control construction activities along a targeted project area of Coyote Creek. The City's Housing and Parks, Recreation, and Neighborhood Services departments partnered with Valley Water to support the Coyote Creek Flood Management Measures Project, an essential flood protection project. The construction required that an estimated 200 individuals be displaced from encampments within the targeted project area. The Housing Department leveraged outreach and engagement services and developed a temporary housing strategy to provide some of the impacted individuals in the project area with a short-term housing option. Over 40 individuals from the project area have

been successfully placed at the Guadalupe EIH site since it opened in May 2023. Thirty units will continue to be set aside as Valley Water proceeds with its construction activities in the targeted projected area. Replacing \$600,000 from Valley Water in the existing budget at the Guadalupe EIH site ensures units, upon turnover, are available for individuals from the targeted project area between January 1, 2024 through June 30, 2024.

LifeMoves will continue to perform day-to-day operations at the Guadalupe EIH site through June 30, 2024. In addition to serving the individuals from the targeted project area along Coyote Creek at the 96-unit community, the Guadalupe EIH site also targets individuals participating in the San José Bridge program, an employment program that targets unsheltered individuals residing in homeless encampments. The Guadalupe EIH site features private units, with restrooms and showers, in prefabricated modular containers. Shared modular buildings include site amenities such as laundry, kitchens, computer lab, onsite security, pet accommodations, communal gardens, and administrative offices. City Council last approved this agreement on October 24, 2023⁴.

6. Temporary Housing Access Program

LifeMoves

The Housing Department continued to partner with LifeMoves on the Temporary Housing Access Program. The staff recommendation is to replace existing budgeted funds from the General Fund (formerly American Rescue Plan Act funds) with funds from HHAP. The Temporary Housing Access Program provides temporary motel stays and support to individuals residing in homeless encampments and/or enrolled in the San José Bridge program. LifeMoves will continue to perform day-to-day operations of the Temporary Housing Access Program through June 30, 2024. The Temporary Housing Access Program sets aside 95 private hotel rooms with restrooms, showers, and kitchenettes in existing hotels in San José. Three meals are provided daily to program participants.

Program participants are identified by City-funded homeless outreach programs and the goal is to transition program participants to permanent housing. The staff recommendation does not change the scope of work in the existing agreement, which City Council last approved on June 20, 2023⁵. The staff recommendation for a retroactive contract is to replace the funding source, which will allow the Housing Department to prioritize spending \$4,500,000 to meet the State's required expenditure deadline. The proposed amendment with LifeMoves would be retroactive from July 1, 2023 through June 30, 2024. The 24-month \$4,500,000 award, funded by HHAP, will primarily support personnel costs and motel room expenses.

⁴ [Actions Related to Emergency Interim Housing Programs](#)

⁵ [Actions Related to Grant Agreements for Multiple Homelessness Programs for Fiscal Year 2023-2024](#)

7. Eviction Diversion and Settlement Program

Sacred Heart Community Service

As COVID-19 emergency rental assistance funds dwindled, the Housing Department developed and launched the Eviction Diversion and Settlement Program (Diversion Program). The purpose of the Diversion Program is to intervene in pending eviction court actions based in whole or in part on unpaid rent amounts, allowing the tenant household to pay rent going forward and remain stably housed. Initially, the Diversion Program used available federal emergency rental assistance funds that had to be spent by September 30, 2022. As it was clear that many families were still struggling and eviction court cases were reaching record levels, City Council approved an additional \$2.2 million in Measure E and American Rescue Plan Act funds and later \$250,000 of Community Development Block Grant Coronavirus Aid, Relief, and Economic Security Act funding, to continue the Diversion Program. As part of the approval of the Mayor's June Budget Message for Fiscal Year 2023-2024, a spending plan for Measure E funds budgeted in the General Fund included an allocation of \$2,712,628 for eviction prevention and diversion. The proposed amendment with Sacred Heart Community Service would be retroactive from October 31, 2023 through June 30, 2024. The contract is retroactive to avoid a lapse in services, since the prior contract expired on October 30, 2023.

Sacred Heart Community Service has successfully acted as the lead provider in administering the City's Emergency Rental Assistance Round One funding and continues to manage the financial aspects of rental assistance payments through the Diversion Program. Sacred Heart Community Service is ideally suited to administer additional rental assistance funds quickly and efficiently. The Diversion Program works with landlords, tenants, and attorneys to cover unpaid rent and stop pending eviction proceedings. Since the Diversion Program launched in May 2022, Housing Department staff has worked with Sacred Heart Community Service to stabilize 230 low-income tenant households by paying back rent to property owners.

These additional funds would be used to provide one-time emergency rental assistance to low-income tenants that experienced temporary financial impacts due to unforeseen circumstances or events and find themselves at imminent risk of eviction. The Housing Department receives termination notices and unlawful detainer filings for properties covered by the City's Tenant Protection Ordinance and there has continued to be an increased number of unlawful detainer filings based on nonpayment of rent⁶. The proposed amendment with Sacred Heart Community Service would stabilize an additional 200 low-income tenant households.

⁶ For quarter one of Fiscal Year 2023-2024, the Housing Department's Rent Stabilization Program received copies of 422 unlawful detainer (eviction) lawsuit filings from owners of units covered by the Tenant Protection Ordinance. Of the 422 eviction lawsuit filings, 397 were based in whole or in part on nonpayment of rent and the average amount of rent owed was \$5,128. The eviction lawsuit filing numbers for the prior two quarters were similar, though the average amount of rent owed has decreased for quarter one of Fiscal Year 2023-2024.

8. Supportive Parking for Recreational Vehicles Program

LifeMoves

The Housing Department continued to partner with LifeMoves to operate the Supportive Parking for Recreational Vehicles Program. The program operates 24 hours a day, seven days a week at a Santa Clara Valley Transportation Authority-owned parking lot on Santa Teresa Boulevard. The Supportive Parking for Recreational Vehicles Program offers case management, placements in temporary and permanent housing, basic needs, and other participant-based services. The Supportive Parking for Recreational Vehicles Program is currently funded from the City's General Fund (formerly American Rescue Plan Act funds). An amendment to add funds to the existing agreement is requested to cover fuel costs for the generator that powers the staff office as well as the doubled nighttime staffing for safety. The personnel and fuel costs were unforeseen additional expenses at the time of the original contract negotiations. The Housing Department is proposing to amend the current agreement to add \$200,000 funded by the General Fund.

Racial Equity Impact Analysis

The Housing Department's programmatic and policy work primarily focuses on ending and preventing homelessness and providing affordable housing for low-income populations. Because of this focus, many of the Housing Department's activities greatly benefit low-income and homeless communities and, in turn, communities of color and women-headed households who are disproportionately low income. However, the current resources do not meet the total outstanding need for affordable housing and services for low-income residents. Individuals experiencing homelessness and low-income residents who are unable to access affordable housing and services are burdened by this ongoing underinvestment.

In January 2020, Destination: Home released a report on [Race and Homelessness in Santa Clara County](#) (Race and Homelessness Report), which studied and analyzed the intersection between race and homelessness in Santa Clara County. The findings provided information that has been instrumental to the Housing Department's approach to strengthening existing programs and creating new ones in ways that promote racial and gender equity. The Race and Homelessness Report guided the region in evaluating policies and programs to deeper understand disproportionate impacts. The report identified three guiding values for racial equity efforts:

- Integrate people of color with lived experience of homelessness in all program, policy, and funding decisions;
- Align racial equity work in the homelessness sector with other racial equity initiatives in Santa Clara County; and
- Use a racial equity lens and data-driven decision making in the homelessness system and across other systems.

The guiding values from the Race and Homelessness Report were pivotal in developing the Santa Clara County Community Plan to End Homelessness. The Santa Clara County Community Plan to End Homelessness called for bold strategies and partnerships to meet the scale of the homelessness crisis and racial equity in the region. The Santa Clara County Community Plan to End Homelessness specifically included a commitment to “address the racial inequities present among unhoused individuals and families and track progress toward reducing disparities.” The Housing Department is committed to ensuring racial and gender equity in service delivery, housing placements, housing retention, changes in procurement, and/or other means of affirming racial and ethnic groups that are overrepresented among residents experiencing homelessness.

Within the Housing Department, there are several specific actions that ensure the department is focused on ensuring racial and gender equity across policies, procedures, and service delivery. These actions are discussed below.

- Provide funding to support the Lived Experience Advisory Board, a leadership development body consisting of members with current or past experience of homelessness. Members use this platform to learn about and evaluate the system of care, make recommendations for improvement on program design and operations, participate in procurement and staff interview panels, committees, and advisory groups, as well as convene meetings with policymakers and those with lived experience of homelessness.
- Provide a lived experience member seat on the Housing and Community Development Commission. The Housing and Community Development Commission’s role is to review and recommend to the City Council funding proposals for programs that are designed to reduce or end homelessness in San José. Continue implementing guidelines and resources for onboarding lived experience members onto the Housing and Community Development Commission focusing on equitable access to participation using technology, connectivity, information, and training.
- Convene Open House Quarterly Meetings, that are comprised of a broad base of community stakeholders committed to racial equity. Meetings will amplify the voices of Black, Indigenous, Latinx, Asian American and Pacific Islander, People of Color, Women, LGBTQ+, disabled community members, and community members with lived experience of homelessness to provide feedback on Housing Department policies, procedures, and funding priorities. Meetings are also intended to act as a system of reputation accountability to ensure the department centers equity in its work. The Open House is a space for cross-collaboration amongst groups and can inspire organizing efforts that affect racial equity, housing, and homelessness in San José.
- Provide funding to C4 Innovations (formerly named Center for Social Innovation) to facilitate projects that support the Housing Department’s racial equity, diversity, and inclusion work. C4 Innovations is a values and mission-driven, woman-owned small business that promotes recovery, wellness, and housing stability for people who are systematically marginalized. C4 Innovations supports local, state, and federal housing and homelessness agencies to facilitate inclusion, integration, and collaboration across initiatives and engagements. Building on more than a decade of experience leading

research, assessments, training, and consultation efforts to advance best practices and social change in homeless services and behavioral health settings, C4 Innovations supports agencies, systems, and communities across the United States to understand and document disparities and identify and implement equitable strategies. C4 Innovations supports the Housing Department to:

- Conduct a diversity, equity, and inclusion assessment of the department;
- Facilitate the development of a new department vision, mission, and values statement and policy affirming the priority of racial equity;
- Provide equitable results accountability and root cause analysis training;
- Facilitate the development of the department's first racial equity action plan; and
- Provide coaching or consulting hours to advise on racial equity for department projects related to human resources, strategic communications, community development policies, and community engagement.

EVALUATION AND FOLLOW-UP

The results of the proposed programs will be provided in the City's multi-departmental annual homelessness report.

COST SUMMARY/IMPLICATIONS

The recommendations in this memorandum to execute four new agreements and five amendments, totaling \$14,596,127, will enable the Housing Department to negotiate and execute nine agreements in Fiscal Year 2023-2024 that support individuals and families experiencing homelessness or at risk of homelessness in San José. These agreements will allow the Housing Department to expeditiously provide a variety of services to San José's most vulnerable residents. The nine agreements to seven non-profit and government partners will be funded by local, state, and federal funds in the General Fund and the HHAP Fund. This action will have no ongoing fiscal impact to the General Fund.

Included in this memorandum is a recommendation to appropriate \$2,712,628 in Measure E funds from the Measure E – 10% Homeless Prevention and Rental Assistance Reserve to the Measure E – Rental Assistance (10% HPRA) appropriation to fund the agreement with Sacred Heart Community Service to support the Eviction Diversion and Settlement Program. Also included in this recommendation is an action to reallocate \$400,000 from the Emergency Shelters appropriation to the Homeless Youth appropriation in the HHAP Fund to comply with HHAP grant requirements that at least 8% of funds be used for services that meet the specific needs of homeless youth populations.

Subject: Actions Related to Grant Agreements for Multiple Programs Serving Households Experiencing Homelessness for Fiscal Year 2023-2024**BUDGET REFERENCE**

The table below identifies the funds and appropriations proposed to fund the actions recommended as part of this memorandum.

Fund #	Appn #	Appn. Name	Total Appn	Rec. Budget Action	Amt. for Contract	2023-2024 Adopted Operating Budget Page	Last Budget Action (Date, Ord. No.)
001	8747	Measure E – 10% Homeless Prevention and Rental Assistance Reserve	\$4,237,227	(\$2,712,628)	\$0	959	10/17/2023 Ord No 30966
001	214D	Measure E – Rental Assistance (10% HPRA)	\$4,750,000	\$2,712,628	\$2,712,628	918	10/17/2023 Ord No 30966
001	216H	Safe RV Parking	\$19,452	\$0	\$19,452	915	06/20/2023 Ord No 30933
001	217O	Emergency Housing – Sheltering and Enhanced Encampment Services	\$198,000	\$0	\$180,548	915	06/20/2023 Ord No 30933
001	226H	Coyote Creek Project Reaches 5-7 (Valley Water)	\$2,882,888	\$0	\$600,000	919	10/17/2023 Ord No 30966
454	205 W	Homeless Prevention System	\$12,349,433	\$0	\$2,542,000	1017	06/20/2023 Ord No 30933
454	209X	Emergency Shelters	\$21,337,581	(\$400,000)	\$4,500,000	1017	10/17/2023 Ord No 30966
454	209Y	Homeless Youth	\$3,669,887	\$400,000	\$4,041,499	1017	06/20/2023 Ord No 30933

HONORABLE MAYOR AND CITY COUNCIL

November 6, 2023

Subject: Actions Related to Grant Agreements for Multiple Programs Serving Households Experiencing Homelessness for Fiscal Year 2023-2024

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COORDINATION

This memorandum has been coordinated with the City Attorney's Office.

PUBLIC OUTREACH

This item has been posted on the City's agenda website for approval by the City Council at the November 28, 2023 meeting.

COMMISSION RECOMMENDATION AND INPUT

No Housing and Community Development Commission recommendation or input is associated with this action.

CEQA


Not a Project, File No. PP17-009, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment; and File No. PP17-004, Government Funding Mechanism or Fiscal Activity with no commitment to a specific project which may result in a potentially significant physical impact on the environment.

PUBLIC SUBSIDY REPORTING

This item does not include a public subsidy as defined in section 53083 or 53083.1 of the California Government Code or the City's Open Government Resolution.

/s/

RAGAN HENNINGER
Deputy Director, Housing


JIM SHANNON
Budget Director

The principal authors of this memorandum are Kelly Hemphill and Alejandra Tlalli-Miles in the Homelessness Response Division. For questions, please contact Kelly Hemphill, Division Manager, at Kelly.hemphill@sanjoseca.gov or (408) 975-4483.