DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT
651 Bannon Street, Suite 400, Sacramento, CA 95811
(916) 263-2911 / FAX (916) 263-7453
www.hcd.ca.gov

ERF 2R City of Berkeley — Northwest Zone

Table of Contents

Application
Application Budget
Map
Change Request #1
Change Request #2
Change Request #3
Current Budget

SUBMISSION PORTAL OVERVIEW

Is the Application a "Test" Submission?
No, this is my official Submission.

Part 1: ADMINISTRATIVE INFORMATION

Application Window

This application is being submitted in the following application window:
Window #1, 12/1/2022 - 2/28/2023

Eligible Applicant

Select the eligible applicant's jurisdiction type.
City

What is the name of the city or county?
City of Berkeley

Implementing Organization

Implementing Organization
City of Berkeley

Specific Unit or Office Within the Implementing Organization
City Manager's Office

Implementing Organization's Address
2180 Milvia Street, 5th Floor

City	Zip Code	County
Berkeley	94704	California

Implementing Organization's Tax ID Number
94-6000299

Project Director

Name
Josh Jacobs

Title
Homeless Services Coordinator

Phone	Email
(510) 225-8035	jjacobs@cityofberkeley.info

Grant Administrator

Name
David Andujo-Walker

Title
Community Services Specialist

Phone	Email

(510) 981-5454 dandujo-walker@cityofberkeley.info

Contact Person for Application

Name
Peter Radu

Title
Assistant to the City Manager - Neighborhood Services

Phone
(510) 981-7045

Email
pradu@cityofberkeley.info

Authorized Representative

Name
Dee Williams-Ridley

Title
City Manager

⚠This Application uses character limits ⚠

Reaching these limits is not required. Competitive responses may fall well short of these limits.

Part 2: PROPOSAL OVERVIEW

People Served

Number of people currently residing in prioritized encampment site
40

Of people currently residing in prioritized encampment site, how many will be served by this proposal?
40

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?
72

Of people projected to be served across the entire grant period, number of people projected to transition into interim shelters
184

Of people projected to be served across the entire grant period, number of people projected to transition into permanent housing
40

Is the prioritized encampment site part of a larger encampment area?
No

Encampment Information

1. Briefly describe the characteristics of the people residing within the prioritized encampment site. The description must include demographics and may include household compositions, disabilities, and projected service and housing needs. (1500 character limit)
The demographic information of the 40 clients currently residing in the prioritized encampment site is listed below:
Gender
30% (12/40) are female,

65% (26/40) are male,
2.5% (1/40) are a gender other than singularly male or female, and
2.5% (1/40) did not report to staff.

Race
60% (24/40) are White,
20% (8/40) are Black, African American, or African,
7.5% (3/40) are American Indian, Alaska Native, or Indigenous,
7.5% (3/40) are Multi-Racial,
2.5% (1/40) refused to answer, and
2.5% (1/40) did not report to staff.

Ethnicity
77.5% (31/40) are Non-Hispanic/Non-Latin(a)(o)(x),
17.5% (7/40) are Hispanic/Latin(a)(o)(x),
2.5% (1/40) refused to answer, and
2.5% (1/40) did not report to staff.

Age
27.5% (11/40) are between 45-54,
22.5% (9/40) are between 35-44,
22.5% (9/40) are between 55-64,
20% (8/40) are between 25-34,
5% (2/20) are between 65 or older, and
2.5% (1/40) did not report to staff.

Household Composition
0% (0/40) of households are younger than 26 years old.
100% (40/40) of households are single adults.

Disabilities
85% (34/40) reported a mental health condition,
80% (32/40) reported a chronic health condition,
80% (32/40) reported a drug and/or alcohol use disorder,
65% (26/40) reported a physical condition,
40% (16/40) reported a developmental condition, and
5% (2/40) reported HIV/AIDS

Housing Service Needs
77.5% (31/40) qualify for PSH,
10% (4/40) have not been assessed,
7.5% (3/40) do not qualify for PSH/RRH, and
5% (2/40) qualify for RRH.

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 encampment area includes two zones in Northwest Berkeley. The first zone ranges from four blocks west from Harrison and 10th to 6th and is around 600,000 square feet. The second zone ranges from three blocks south from 2nd street and Gilman to Page and is around 550,000 square feet. Both zones have a mix of vehicles and tents where residents reside. Both zones have a growing accumulation of debris, trash,

bulky items like mattresses, furniture, and pallets, and hazardous materials (loose syringes, human and pet waste, rodent harborage conditions such as open and rotting food sources) in the public right of way and spilling into the lanes of traffic. The accumulation of debris and rodent harborage conditions in the area negatively affects both the residents and the surrounding businesses. Both areas have been deep cleaned on multiple occasions and have received significant street outreach efforts such as shelter offers, housing navigation and problem solving, and case management.

3. Why is this particular encampment site being prioritized? (1000 character limit)
The Homeless Response Team prioritizes interventions to encampments that create serious health & safety risks, both to the encampment residents themselves as well as their neighbors. To this end, the Northwest Encampment Zone is the highest priority encampment zone in Berkeley: it is our largest remaining encampment & it has numerous risks to community health, including heavy drug use, rodent harborage & fire concerns. Prioritizing the well-being of the people who call the area home necessitates that they be assisted indoors or into places of greater safety. By developing a resource specifically tailored to the needs of the encampment, we can assist everyone that wants a shelter bed get indoors & we can work with remaining residents to identify a safer alternative. We have not yet had a dedicated funding source to serve the entire encampment; by finding a resolution to this geographic area, we can more equitably redistribute resources to other areas of the city that require assistance.

Attachment: Map
ERF 2 Encampment Zones.pdf

4. Is the prioritized site on a state right-of-way?
No

Proposal's Outcomes

5. What are the outcomes this proposal seeks to accomplish by the grant close (6/30/2026)? If funded, what are the primary activities you are planning to implement to achieve the proposal's outcomes? (1000 character limit)
We will accomplish three main goals by the close of the grant on 6/30/2026: (1) establish a new, non-congregate shelter in Berkeley by partnering with an established service provider and local motel, (2) resolve our largest encampments in Northwest Berkeley, and (3) ensure encampment residents have a clear pathway to safe, permanent housing. If funded, we will immediately master lease a 23 room motel for the exclusive use of resolving the targeted encampments. We will offer a shelter bed to anyone residing in the encampment area and will immediately move willing participants from the encampment zone to the shelter. Once enrolled in shelter, participants will be matched with housing navigators to assist them in developing a housing plan for accomplishing their housing goals; those who decline shelter will continue to receive street outreach and support with coordinated entry assessment and document collection. After closure, we will prevent re-encampment, avoiding citation/arrest.

6. How will the applicant measure progress towards the proposal's outcomes? (1000 character limit)
We will have clear contract targets for the operation of the emergency shelter that will be monitored regularly to ensure all outcomes are being met, including: target population, length of housing stay, & service delivery. We will also monitor re-encampment at the site. The city has invested significant street outreach resources to the encampment, allowing us to track residents in HMIS. Most residents have already established a profile in the system & our street outreach teams meet weekly to review participant progress towards accomplishing their housing goals. From these conversations, we know traditional shelter is not an option for a majority of the residents & that we need a low-barrier, noncongregate model. We will continue to outreach to the area to engage the remaining/new residents that do not yet have an HMIS profile. We will monitor housing outcomes for these residents--regardless of entering the shelter--to ensure all eligible participants have a pathway to housing.

7. 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)

Due to the limited supply of shelter resources in our community, we have been unsuccessful in permanently resolving this encampment. By creating a dedicated shelter resource with a pathway to permanent housing, we are confident that this encampment will be resolved by the end of the grant term. A challenge we constantly face is having enough housing resources for everyone that needs them. Our success in getting the desired housing outcomes will be dependent on new housing opportunities coming online through attrition & new projects. The City of Berkeley is committed to leveraging federal, state, & local resources in securing new housing projects. For example, we are currently developing options for the next round of state Homekey Funding which would secure much needed permanent supportive housing. We also fund, through local dollars, several permanent housing options which will be coming online over the next four years & will be available to encampment participants that qualify.

8. Is this proposal a standalone project or part of a larger initiative?

Standalone

Part 3: IMPLEMENTATION

Core Service Delivery and Housing Strategies

9. 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)

We will leverage the multiple outreach teams currently serving the encampment area to build upon the established relationships those teams have fostered and maintained. Currently, we have outreach workers from the City's Homeless Response Team, Lifelong Medical, Homeless Action Center, and Bay Area Community Services working in the encampment zones. Outreach teams will provide information on the new shelter program established through this grant and will offer housing problem solving, mainstream benefits support, medical interventions, crisis and housing assessments, and housing navigation services. The teams focus on different areas based on organizational goals: The Homeless Response Team's mission is to reduce unsheltered homelessness and lessen its impacts on the City by performing sustained outreach that moves people indoors, while simultaneously restoring public spaces to their intended use by resolving encampments without the use of citation or arrest; Lifelong Medical provides street healthcare to our most vulnerable residents and works with those experiencing unsheltered homelessness to remove barriers to housing and sheltering indoors; the Homeless Action Center focuses primarily on legal advocacy and support to obtain mainstream benefits and documents required for housing in order to assist residents with obtaining permanent housing; Bay Area Community Services serves as our Coordinated Entry Access Point and the street outreach team conducts housing and crisis assessments to start folks on the path towards stable, and permanent housing. We will leverage all of these teams to support encampment residents in their transition from living on the street to accepting a shelter and/or permanent housing offer. Between the four teams, the ratio of staff to people served in the encampment is 3:10. The frequency of engagement is multiple times per week. The length of the service periods is ongoing for multiple years with the current configuration beginning in 2021.

10. 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 City of Berkeley is a leader in the Coordinated Entry (CE) System and often pilots new initiatives. CE is an integral component of our proposal as it is the key mechanism for getting participants housed in our community. All encampment residents will have an opportunity to be assessed by CE staff to ensure proper placement on any eligible housing queue for Shallow Subsidies, Rapid Rehousing, and Permanent Supportive Housing. Through CE, residents are also linked to housing navigation services to collect required documentation and facilitate moving into a permanent unit. All referrals will be consistent with our local Coordinated Entry System's interim housing referral policies. Our proposal leverages Alameda County's recent HUD unsheltered NOFO award, which funds mobile CE outreach to bring the front door of housing assessments and readiness to priority encampments in the CoC. Our existing teams, described in #9 above, will partner with this new County Mobile CE outreach team.

11. Please describe the interim shelter and permanent housing opportunities proposed to support this proposal and provide evidence of the applicant's demonstrated ability and commitment to deliver permanent housing for people residing in the prioritized encampment. (2000 character limit)

With this proposal the City of Berkeley plans to open an interim shelter by master leasing the Super 8 Motel to provide a pathway to stable, permanent housing. By having residents reside in the same location, support service staff are able to work with participants to accurately reflect acuity on the housing assessment, present housing options that are tailored to the participants unique needs and concerns, and obtain all the necessary documentation required to obtain the key to their new unit. The City took a similar approach with round one of ERF funding to open an interim shelter at the Roadway Motel. To date, 28

clients have moved on from that shelter to permanent housing opportunities and 40 clients are continuing to work towards permanent housing placement. Further, by establishing one location where all encampment residents could relocate together, we saw a higher acceptance rate of shelter offers than if we had offered scattered site beds across the city. Additionally, residents were encouraged to engage with the homeless response system by seeing their peers accept shelter and eventually move on to stable housing. The City saw encampment residents that had been shelter resistant for years finally agree to come inside after speaking with a peer that agreed to come indoors. This model also encouraged residents to participate with the homeless response system even if they ultimately decided to remain outdoors and to wait for permanent housing options while residing outside. By providing extensive outreach services to the location, we were able to get 97% of encountered residents to create a profile in HMIS and 76% of residents now have a housing assessment on file putting them on a pathway to housing in the community. We hope to replicate this success by opening a new shelter focused entirely on one geographic region of the city that allows us to leverage peer relationships to encourage participation.

12. Describe how this proposal is tailored to meet the needs and preferences of people residing within the prioritized encampment. (1500 character limit)
Last year, we targeted County Winter Relief Funding to provide short-term stays at the Berkeley Inn Motel exclusively to the residents at this exact encampment. Previously this encampment had only been offered traditional, congregate shelter beds scattered throughout the city; once we offered non-congregate shelter beds at the same site, we saw an increase in shelter acceptance rates jump from 40% to 85%. This information was recorded by our outreach teams as they made referrals to shelter. We also noticed colloquially that residents were more likely to accept a non-congregate option that was endorsed by a peer also accepting placement. This was true both for the Winter Relief funded beds and with our ERF-1 shelter at the Rodeway Inn. While we cannot predict how participants will respond to a specific resource, we are confident that a majority of clients will opt-in for a non-congregate shelter stay at the same location as their peers. In addition to having a site that is appealing for the majority of participants, we will also work with clients at a case-by-case level to remove any barriers to moving indoors. From our work in the field, we have learned that this could include having alternate shelter options for people that do not want to continue to reside with their fellow encampment residents or do not want to reside in a non-congregate setting, ensuring configurations of friends/family can reside together, and allowing residents to bring pets inside with them.

Table 1: Projected Living Situations Immediately Following the Encampment

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-2-R?	Is this living situation funded by ERF-2-R and / or Leveraged Funds?	% of Served Persons Projected to Fall Within This Living Situation
Super 8 Motel - Interim Shelter leased with ERF-2 funds	No	23	Set-Aside	Both - the City of Berkeley will match our ERF-2 funding 1:1 with ~$5M in general funds to double the length of the	62

				motel lease.	
Permanent Housing through Coordinated Entry	Yes	varies	Neither	Leveraged	13
Place not meant for human habitation	No	n/a	Neither	None	25

Table 2: Projected Housing and Service Pathways to Permanent Housing

Describe Projected Housing and Service Pathway to Permanent Housing	Quantify the Capacity of the Housing and Service Pathway	Is this Housing and Service Pathway Funded by ERF-2-R and / or Leveraged Funds?
Super 8 Motel - Interim Shelter leased with ERF-2 funds	50% of encampment residents	Both - the City of Berkeley will match our ERF-2 funding 1:1 with ~$5M in general funds to double the length of the motel lease.
Alternate shelter options	15% of encampment residents	Leveraged
Housing Navigation/Problem Solving	90% of shelter/encampment residents	Leveraged
Direct placements into PSH stemming from focused CES assessments in the encampment	15% of encampment residents	Leveraged
Permanent Supportive Housing	30% of shelter residents	Leveraged

Table 3: Strategies to Mitigate Displacement

Strategy	Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?
Provide non-congregate shelter options to everyone at the geographic	Both

location, using the Super 8 motel	
Provide congregate shelter options to everyone at the geographic location who declines noncongregate offers	Lev
Provide housing navigation services so people can exit to permanent housing directly from the street	Lev
Provide transitional housing options to people who qualify	Lev
Provide coordinated entry intakes and assessments	Lev
Regularly convene all service providers working in the encampment area for by-name case conferencing to ensure no one slips through the cracks	Lev

Table 4: Strategies to Mitigate Returns to Unsheltered Homelessness

Strategy	Is this Strategy Funded by ERF-2-R and / or Leveraged Funds?
Provide housing navigation services so people can exit to permanent housing directly from the shelter	Both
Provide flexible subsidies to assist clients in obtaining/maintaining permanent housing	Lev
Provide Tenancy Sustaining Services for clients moving into permanent housing	Lev

13. 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)
We anticipate that there will be some inflow of people into the geographically served areas and that we will need to schedule a closure date for the encampment. We plan to make meaningful shelter offers to all encampment residents over a period of several months to ensure that everyone that is interested in going indoors is provided an opportunity. Once we have engaged with every person in the geographic area and provided multiple shelter offers, we will notice the remaining tenants that a closure operation will be occurring and provide encampment residents with ample time to voluntarily comply with vacating the encampment area. Any remaining people at the site on the day of the closure will again be offered a shelter stay. If a resident denies the shelter offer, they will be required to relocate to another area of the city while the team removes any remaining debris and secures the site from re-encampment, while avoiding the use of citation/arrest for being unsheltered.

14. Describe how this proposal will support individuals with continued access to and / or the storage of their personal property. (1000 character limit)
For individuals choosing to leave the site on their own, the City can temporarily store a limited amount of certain types of personal property up to 90 days. Personal property that may be stored up to 90 days includes photos/photo albums; tents, sleeping bags, bedding; luggage, backpacks, purses; clothing; documents; jewelry; medication; eyewear; electronic equipment; tools; bicycles and other non-motorized methods of transportation which are in working order. For residents choosing to relocate to the Super 8 motel leased through ERF-2 funding, we will also provide a storage unit onsite, so that they may store any additional belongings they wish to keep with them. Residents will coordinate with the nonprofit service

provider, Berkeley Food and Housing Project, to retrieve their possessions upon exit from the program.

15. Describe how this proposal will support individuals with service animals and/or pets. (1000 character limit)
We recognize how important service animals and/or pets are to all families but especially to encampment residents that have sometimes depended on their companions for protection and mental well-being. We will welcome service/animals and/or pets at the interim shelter while clients await housing placement provided they do not pose a health or safety risk, or are prohibited by law. Additionally, as was offered at the Rodeway, Berkeley Animal Care Services (BACS) will provide clinics at the site, bringing a veterinarian to the program to perform wellness exams for pet owners as well as rabies vaccines, dog licensing, and microchipping for every animal. BACS will also offer a monthly on-site vaccine clinic and wellness exam. Additionally, Berkeley supports a nonprofit (Paw Fund) that does a free vaccine clinic once a month near the animal shelter that participants may also take advantage of. Choosing to leave behind a pet should never be a barrier to coming indoors.

Budget and Resource Plan

16. State the total amount of ERF-2-R funds requested.
$4,931,058.30

17. State the estimated dollar value of secured, non-ERF-2-R resources that will help meet this proposal's outcomes.
$5,039,290.36

18. Identify and describe these non-ERF-2-R resources. (1000 character limit)
The City is committed to using general fund revenue to fund an additional two years of the proposed interim shelter. Berkeley's Measure P provides around $15 million of funding annually from real property transfer taxes to pay for homeless services. This funding stream will allow the program to continue for two additional years (four yrs total) and will provide shelter resources to the City's other dangerous encampments. We will commit approximately $2.5 million from Measure P in FY26 and another $2.5 million in FY27 to continue running the program after we have exhausted our ERF allocation. We will also leverage our homeless system's robust permanent and temporary housing inventory, outreach services, and drop-in centers to ensure all clients in the geographic area are given priority for the shelter resource established with the funding. By utilizing our entire system of care, we can commit to the continued support of all the residents living in the encampment area.

19. Describe how the proposal is a prudent and effective use of requested funding relative to the number of people it seeks to serve and the types of services and housing to be provided in the proposal. Include an explanation of how the requested ERF-2-R amount was determined. (1000 character limit)
The funding is a prudent & effective use of the requested funding because it allows us to bring a new resource online to serve a population that has little to no options. Because we are committed to serving the entire community at the encampment, we need a new resource that can accommodate the full population of the area. The requested funding is required to secure a new space in our community

due to exorbitant local rents. The ERF-2-R amount was determined through lease discussions with the owners of the Super 8 motel & the social service provider who has committed to operating a shelter there, Berkeley Food & Housing Project (BFHP). The Super 8 is providing us with a lease of the entire building over multiple years. BFHP will be providing the administrative, social service, & building management support to ensure the program runs smoothly and effectively. Moreover, we are committed to matching every ERF-2 dollar 1:1 with local general fund to double the length of the shelter.

Attachment: Standardized Budget
ERF-2-R, Budget Template_CityofBerkeley.xlsx

Key Entities and Staff

20. First, describe the implementing organization and specific unit or office within the implementing organization that would administer ERF-2-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)
The City of Berkeley will be the implementing organization. The Health, Housing, and Community Services (HHCS) Department in partnership with the City Manager's Office (CMO), will administer the ERF-2-R grant and will be responsible for contracting with the service provider and managing the master lease. HHCS will administer the social service contract with Berkeley Food and Housing Project to run the shelter program, provide social services including support groups, case management and housing navigation, prepare and deliver daily meals, and maintain the building in working order. HHCS will also monitor the performance of the contract objectives to ensure targets are adequately met for the program participants and that the funds are being fully utilized. The CMO will manage the master lease with the Super 8 Motel and will ensure that monthly lease payments are processed, manage any requests needed for building repair or upkeep, and address any concerns with the tenants. The City of Berkeley has managed multiple complex homelessness projects and grants, including CoC, CDBG, CSBG, ESG, CARES, HEAP, and ERF1 & the portfolio of homeless services exceeds $30 million dollars annually. HHCS has clear policies and standards in place to administer funding. The structure of this proposal mirrors the structure the City utilized with the first round of Encampment Resolution Funding and reflects a methodology known to be successful in the administration of the grants.

Table 5: Key Staff

Title	Currently Filled Position?	FTE of Staffing for This Proposal	Funded by ERF-2-R and / or Leveraged Funds?	Brief Description of Duties
Program Manager	No	1	Both	Oversees site service provision, administration and contract compliance, coordinating overall services
Program Coordinator	No	1	Both	Direct services; supports optimal service provision and back-up for site-level administration. Program retention activities. Data management and client tracking.

Senior Program Manager	Yes	.05	Both	Oversees program and provide support for program planning
Regional Director Residential Services	Yes	.05	Both	Provide supervision of SPM and program planning
Lead Residential Advocate	No	1	Both	Provides direct client services to participants and supervises other Residential Advocate staff
Residential Advocate	No	4.4	Both	Provides direct client services to participants
Clinical Case Manager	No	1	Both	Assessment; information and referral; and wellness/community activities and groups (works weekends and evenings)
Housing Navigator	No	2	Both	Provide direct services to tenants and housing search and navigation
Cook/Manager	No	1.05	Both	Provide daily meals for residents
Maintenance	No	1	Both	Perform necessary maintenance work at facility

21. First, describe key partners that will collectively pursue the proposal's outcomes. 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)
Berkeley Food and Housing Project will be the main social service provider for the proposal and has been providing services in our community since 1970, including: emergency food and shelter, transitional housing, rapid rehousing, and permanent supportive housing with support services to individuals and families. Their core belief is that everyone has a basic right to food, housing, and stability, and they work one-on-one with clients to help them move toward independence and into safe and affordable housing as quickly as possible. They have managed complex homelessness grants previously with 71% of their revenue coming from federal grants, 9% from county grants, 10% from city grants, 8% from donors, and 2% from program revenue. Their previous experience with running a Roomkey motel during the COVID-19 pandemic informed their budget proposal to the City for the services to be offered at the site.

Other partners include Lifelong Medical Care, Bay Area Community Services, Alameda County, Homeless Action Center, Building Opportunities for Self Sufficiency, and Dorothy Day House. These partners will support with outreach staff and/or alternative shelter options. The owners of the Super 8 motel will also be a partner by providing the space. They have partnered with the City in hosting clients with a hotel voucher through the Winter Relief program and are excited to further their commitment to ending homelessness through a master lease model.

22. 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 Berkeley has partnered with Alameda County's Office of Homeless Care and Coordination, the

office that manages the CoC responsibilities, and the Alameda County Health Care Services Agency to ensure that every encampment resident has access to housing navigation resources that will link them to permanent housing resources through the Coordinated Entry process. Any household with a qualifying assessment score will be matched with housing navigation to ensure they move quickly from homelessness to having keys in hand. Alameda County Health Care Services Agency will work with Berkeley and its partners to assign people to available housing navigation slots assigned through Coordinated Entry. Contracted providers will work with eligible residents seeking housing assistance, as prioritized through assessment. The County has evidenced their support of the proposal through the attached letter of support.

Optional Upload: Evidence of Cross-Jurisdictional Collaboration
Letter OF Support- Signed 2-9-23.pdf

COB ERF Letter of Support[27567].pdf

HCSA.ERF.LOS[27599].pdf

23. Identify any entities that have a right to and/or control of the property upon which the encampment site resides and discuss whether each of these entities committed allowing the implementation of this proposal. If they have not committed, please explain how you have or plan to engage with this entity to implement your proposal. (1000 character limit)
The encampment is on public streets but impacts nearby businesses. The Homeless Response Team (HRT) has discussed strategic options with the residents and business owners in the area. The goal of the discussions was to come up with a common solution that seeks to prevent displacement of the residents (for lack of other shelter or outdoor places for them to relocate to), but at the same time reduces serious impacts to all parties and neighbors. The local businesses support a plan to bring residents supportive services that ultimately bring them indoors, and also support a robust, humane, pragmatic and nonpunitive strategy to prevent re-encampment in the area after the encampments are resolved.

Centering People

24. How were persons with lived experience meaningfully incorporated into the planning and proposed implementation of this proposal? Please identify whether any perspectives were incorporated from persons that are currently unsheltered and / or formerly or currently residing within the prioritized encampment. (1000 character limit)
On February 1, 2023, Alameda County's Office of Homeless Care and Coordination hosted an information session on the City of Oakland & City of Berkeley's proposals for the Encampment Resolution Funding program. The session solicited feedback from people with lived experiences of homelessness. Topics included pathways to housing, immediate needs of participants, community & trust building, & inclusion of people with lived experience in implementation & planning. Feedback was collected in the session & sent out to gather more input for people that were not able to attend the session live. The feedback was then synthesized & used in the formation of our planning. Additionally, the University of California, Berkeley is currently conducting an evaluation of our progress with the first round of ERF & has interviewed key staff, stakeholders, & program participants on the lessons learned, best practices, & successes to replicate. We will also use this evaluation to inform our planning efforts.

25. Briefly describe how the proposal exemplifies Housing First approaches as defined in Welfare and Institutions Code section 8255. (1000 character limit)
The City of Berkeley has taken a Housing First approach in all of our homeless services. Adherence to Housing First is a requirement of any subcontractor receiving City funding for homelessness services. We accept applicants regardless of their sobriety or use of substances, completion of treatment, participation in services, poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or any other behaviors that indicate a lack of "housing readiness". Potential participants are referred to openings based on their vulnerability as determined by the housing assessment & often come

directly from shelters, street outreach, drop-in centers, & other programs visited by the homeless population. We do not expect participants to stabilize without access to secure & safe housing & welcome all potential participants where they are. This is true of our permanent, emergency, and transitional housing providers & our outreach/drop-in teams.

26. Briefly describe how this proposal will center an individual's choice and provide trauma informed services and supports. (1000 character limit)
Client choice will be the central component of the services offered to the encampment residents. Everyone in the encampment area will have an opportunity to discuss their options with an outreach worker & to have any questions or concerns addressed. Only clients that affirmatively confirm that they wish to relocate to a shelter will be given a referral. Once clients relocate to shelter, it will be their choice to engage with the supportive services offered on site. Further, participants will develop a housing plan based on their individualized goals that could range from reunification with family, obtaining housing in a specific region, or finding a housing situation with the right supportive services attached. Clients that affirmatively state that they are not interested in shelter and/or housing will continue to receive support in the goals they wish to accomplish, such as obtaining mainstream benefits, employment preparation, or establishing access to food and/or showers.

27. Describe how this proposal will operationalize harm reduction and provide services that improve a person's health, dignity, and safety while they continue to reside within the prioritized encampment site. (1000 character limit)
Harm reduction is core component of all of the homeless services offered by the City of Berkeley. We do not condition services based on sobriety and/or treatment. Participants will be given the tools needed to inform themselves of the potential consequences associated with risky behavior and, if they are interested in obtaining treatment, supportive services will be offered. However, it is ultimately the participant's choice on how much they want to engage with supportive services. In order to protect residents from unnecessary death, staff will be given proper training to detect when an overdose has occurred and how to administer Narcan to prevent an overdose fatality. The City strives to assist all of our residents in the pursuit of health, dignity, and safety, but especially our most vulnerable population living on the streets.

28. For encamped locations that are objectively dangerous, describe how the proposal will seek to prevent harm for people experiencing unsheltered homelessness in these locations. (1000 character limit)
This proposal seeks to prevent harm for people experiencing unsheltered homelessness in the encampment area by closing the site after offering the most vulnerable an opportunity to come indoors in a non-congregate setting. For participants that are uncomfortable with going to a non-congregate shelter with the other residents in the encampment, other shelter options will also be presented in order to find a safe alternative to staying on the street. Clients that ultimately decide that shelter is not an option for them, will still be given an opportunity to engage with the Coordinated Entry System and may wait for a housing opportunity while remaining outdoors. For these residents, outreach staff will engage with them to develop safety planning plans to assist with mitigating the risks of living outdoors. This can include identifying social support networks, providing critical resources like blankets tents, and flashlights, and discussing how best to respond to an emergency.

29. Identify what controls are or will be in place to ensure that all ERF-2-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 City of Berkeley provides homeless services that are data informed, non-punitive, low-barrier, person centered, Housing First, & coordinated. Our approach to resolving an encampment is directed by the participant's choice & informed by what resources they wish to engage. Participants are never forced into a program/service or penalized for choosing not to participate. Since Sept 2021, the City has performed 32

encampment interventions including closures and has only issued 4 arrests and 0 criminal citations in so doing. Police involvement has only been used as an intervention if there was violence of a threat of violence or a prior incident of criminal activity, & never due to a persons' engagement in necessary human activities, including sleeping, resting, and/or eating. The city is committed to supporting all of our residents, including those living on the street, to ensure that no one is penalized simply for being impoverished.

30. Describe how this proposal considers sanitation services for people residing in the prioritized encampment. This may include but is not limited to non-intrusive, curb-side waste removal and access to clean and available bathrooms. (1000 character limit)
The Homeless Response Team as well as the City's contracted homeless service providers have provided regular sanitation/hygiene services to this encampment for many months, including regular (sometimes weekly) garbage service, the provision of a port-a-potty and dumpster for trash, near-monthly deep cleanings, a weekly mobile shower and laundry service, and service and shelter offers. Additionally, City Environmental Health Division staff have performed several hours of treatment to the extensive network of rodent burrows in the area. Further, Berkeley Animal Services staff have been called to assist with a number of dogs living in the area.

Accelerated Timeline

31. How is your community currently supporting and / or engaging with people residing within the prioritized encampment? (1000 character limit)
Multiple outreach teams are currently engaging with all of the participants in the encampment area. The outreach teams work with participants to get them into HMIS, conduct crisis & housing assessments, develop medical treatment plans, gain access to mainstream benefits & cash resources, & to collect the proper documentation required for obtaining housing. The teams have a weekly case conferencing call where they discuss each resident in the encampment area & how best to support them towards obtaining their housing goals. Residents are supported through each stage of the housing process from initial assessment, document collection, housing match, application submission, & keys in hand. City services such as port-a-potties, shower & laundry services & waste disposal are also provided to the residents of the encampment site. The City has also conducted multiple deep cleanings of the area to mitigate rodent infestation & other potential health/safety risks to the encampment residents.

32. 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)
We are actively engaging with the site & service provider to ensure that, if selected, we can begin the master lease & start utilizing the space as fast as possible. We anticipate being able to enroll our first client on July 1, 2023. In the months leading up to the first enrollment, we will be doing extensive outreach to the area to build a census of who is currently residing there & to gauge interest in the shelter options available. During our outreach efforts, we will begin to enroll anyone without a profile into HMIS & will conduct crisis and housing assessments on folks that do not have a current assessment on file. We will also continue to work with clients to obtain all the necessary documentation to start receiving permanent housing matches from the coordinated entry system. Currently, we hold weekly outreach meetings to case conference the participants encountered in the encampment area to plan & implement housing strategies to ultimately end each instance of homelessness.

Table 6: Projected Milestones

Outreach to the people residing in the prioritized encampment site began / will begin	This proposal will reach full operating capacity in month _____.	The first planned exit of a person or household from the prioritized encampment will occur	The last planned exit of a person or household from the prioritized encampment will occur in month _____.

in month ____.		in month_____.	
1	6	8	6

Attachment: Standardized Timeline
ERF-2-R Project Timeline Template_4.23-7.25_Berkeley_02.23.xlsx

Applicants must use the ERF-2-R Timeline Template available on box.com

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.

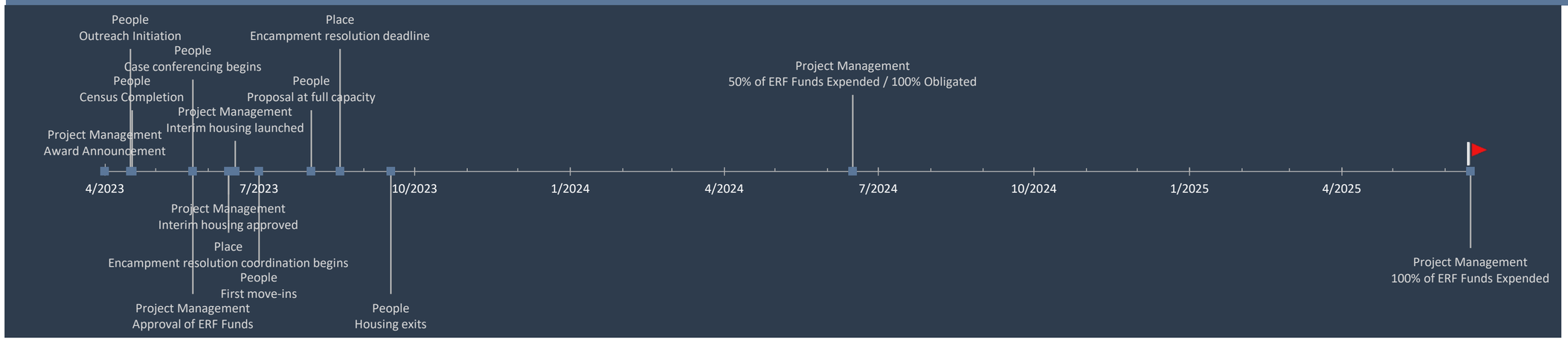
Name
Josh Jacobs

Title
Homeless Services Coordinator

Email
jjacobs@cityofberkeley.info

ERF-2-R Project Timeline

JURISDICTION



Project Milestones

Date	Milestone	Category	Vertical Position	Additional Detail for Milestone
4/30/2023	Award Announcement	Project Management	80	
4/15/2023	Outreach Initiation	People	5	Outreach to encampment to determine census initiated
5/1/2023	Census Completion	People	40	Final census of encampment residents determined
6/6/2023	Approval of ERF Funds	Project Management	-80	City Council approves ERF-2 funding and authorizes contract with State
6/6/2023	Case conferencing begins	People	60	Weekly case conferences on final census and prioritization processes begins
6/27/2023	Encampment resolution coordination begins	Place	-40	Weekly meetings between City and Outreach Teams to coordinate encampment resolution operations and
6/27/2023	Interim housing approved	Project Management	-15	City Council approves lease with Super 8 for interim housing and contract with BFHP for operations
7/1/2023	Interim housing launched	Project Management	20	Subcontracts executed and Super 8 (interim housing hotel) lease begins
7/15/2023	First move-ins	People	-60	First shelter offers to the Super 8 are made and move-ins begin
8/15/2023	Proposal at full capacity	People	40	The Super 8 is fully occupied
9/1/2023	Encampment resolution deadline	Place	80	Encampment is resolved and site is secured no later than this date
10/1/2023	Housing exits	People	-80	Regular meetings on Housing Exit strategy for Super 8 Cohort begin
6/30/2024	**50% of ERF Funds Expended / 100% Obligated**	**Project Management**	**50**	**Statutory Deadline for 50% of ERF funds to be spent and 100% Obligated**
6/30/2025	**100% of ERF Funds Expended**	**Project Management**	**-50**	**Statutory Deadline for 100% of ERF funds to be spent**

PROJECT TIMELINE TIPS

1. Fill in the light blue cells to customize this template with your project's specific milestones.

2. Insert entire rows to the Project Milestones table to add additional milestones.

3. Column B should be a date

3. Column C should be the milestone name- however your team refers to it.

4. Column D provides a dropdown menu with options to help categorize milestones into broad groups. To add an option, go to sheet 1 and add the option in one of the green calls at the bottom of the list.

5. Column E Indicates the *Vertical Position* of milestone markers in the Project Milestones table at the top of the sheet. Changing this number allows you to change the vertical position of the milestone relative to the horizontal axis. Use positive numbers to position them above the axis and negative numbers to position them below.

		ELIGIBLE USE CATEGORY	<5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-2-R PROPOSED BUDGET	LEVERAGED FISCAL SUPPORT	2 SENTENCE DESCRIPTION
Guidance and Intended Use	*This budget template may be slightly modified to meet local needs. If awarded funding, this budget, once approved, will serve as your communitys official project budget. Any changes to this budget must be authorized through the change request process.* ***Prinicple** : Cal ICH should be able to navigate only your submitted budget and understand the general parameters of the proposal and how it may be funded.*	*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-2-R Funds*	*Non ERF-2-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**			
	Interim Sheltering	Program Manager	Berkeley Food & Housing Project		76,000.00	1.00	24	152,000.00	152,000.00	Oversees site service provision, administration and contract compliance, coordinating overall services at HOPE Center
	Interim Sheltering	Program Coordinator	Berkeley Food & Housing Project		58,905.00	1.00	24	117,810.00	117,810.00	Direct services; supports optimal service provision and back-up for site-level administration. Housing retention activities
	Interim Sheltering	Senior Program Manager	Berkeley Food & Housing Project		85,000.00	0.05	24	8,500.00	8,500.00	Oversees program and provide support for program planning
	Interim Sheltering	Regional Director Residential Services	Berkeley Food & Housing Project		140,000.00	0.05	24	14,000.00	14,000.00	Provide supervision of SPM and program planning
	Interim Sheltering	Lead RA	Berkeley Food & Housing Project		58,905.00	1.00	24	117,810.00	117,810.00	Direct service staff
	Interim Sheltering	RA -day	Berkeley Food & Housing Project		55,000.00	1.00	24	110,000.00	110,000.00	Direct service staff
	Interim Sheltering	RA-Swing	Berkeley Food & Housing Project		55,000.00	2.00	24	220,000.00	220,000.00	Direct service staff
	Interim Sheltering	RA-Night	Berkeley Food & Housing Project		55,000.00	1.00	24	110,000.00	110,000.00	Direct service staff
	Interim Sheltering	RA -Weekend	Berkeley Food & Housing Project		55,000.00	0.40	24	44,000.00	44,000.00	Direct service staff
	Interim Sheltering	Clinical Case Manager	Berkeley Food & Housing Project		76,000.00	1.00	24	152,000.00	152,000.00	Assessment; information and referral; and wellness/community activities and groups (works weekends and evenings)
	Interim Sheltering	Housing Navigator	Berkeley Food & Housing Project		59,000.00	1.00	24	118,000.00	118,000.00	Provide direct services to tenants and housign retention
	Interim Sheltering	Housing Navigator	Berkeley Food & Housing Project		59,000.00	1.00	24	118,000.00	118,000.00	Provide direct services to tenants and housign retention
	Interim Sheltering	Meal program manager	Berkeley Food & Housing Project		76,000.00	0.05	24	7,600.00	7,600.00	Organizes daily meals, supervision
	Interim Sheltering	Cook	Berkeley Food & Housing Project		52,000.00	1.00	24	104,000.00	104,000.00	Prepares meals
	Interim Sheltering	Maintance	Berkeley Food & Housing Project		56,721.00	1.00	24	113,442.00	113,442.00	Building repair/upkeep
	Interim Sheltering	Personnel Expenses			7,648.00			15,296.00	15,296.00	Recruitment costs, training and education, staff cell phone, staff recognition
	Interim Sheltering	Benefits and taxes	Berkeley Food & Housing Project		150,792.00		24	301,584.00	301,584.00	Staff benefits and taxes
Subtotal - Personnel Costs								**$ 1,824,042.00**	**$ 1,824,042.00**	
NON-PERSONNEL COSTS					**UNIT**	**RATE**	**TIME**			
	Interim Sheltering	Motel/Hotel (interim hsing),	Super 8 Berkeley		23	110	24	1,879,739.40	1994215.92	
	Interim Sheltering	Room repair/maintenance	Super 8 Berkeley		23	2200	2	102,718.00	108,973.54	
	Delivery of Permanent Housing	Direct Client Assistance to PH	Berkeley Food and Housing Project		46	2000	24	92,000.00	92,000.00	
	Interim Sheltering	Food	Berkeley Food and Housing Project		3.17	50370	24	159,672.90	159,672.90	
	Interim Sheltering	Household Furniture & Equipment	Berkeley Food and Housing Project		23.00	478.26087	24	22,000.00	22,000.00	
	Interim Sheltering	Household Supplies	Berkeley Food and Housing Project		23.00	250	24	11,500.00	11,500.00	
	Interim Sheltering	Program Supplies	Berkeley Food and Housing Project		23.00	100	24	4,600.00	4,600.00	
	Interim Sheltering	Security	Berkeley Food and Housing Project		6,000.00	28	24	336,000.00	336,000.00	
	Interim Sheltering	Travel and Transport	Berkeley Food and Housing Project		n/a	8827	24	17,654.00	17,654.00	
	Interim Sheltering	Facilities	Berkeley Food and Housing Project		n/a	80255	24	160,510.00	160,510.00	
	Interim Sheltering	Office expenses	Berkeley Food and Housing Project		n/a	5350	24	10,700.00	10,700.00	
	Interim Sheltering	Computer Equipment and software	Berkeley Food and Housing Project		n/a	25038	24	37,576.00	25,076.00	
	Interim Sheltering	Insurance	Berkeley Food and Housing Project		n/a	693	24	1,386.00	1,386.00	
	Interim Sheltering	Audit and Tax Preparation	Berkeley Food and Housing Project		n/a	780	24	1,560.00	1,560.00	
Subtotal - Non-Personnel Costs								**$ 2,837,616.30**	**$ 2,945,848.36**	
ADMINISTRATIVE COSTS										
								246,552.92	246,552.92	
Subtotal - Administrative Costs								**$ 246,552.92**	**$ 246,552.92**	
TOTAL BUDGET								**$ 4,908,211.22**	**$ 5,016,443.28**	

Superseded by Current Budget

BERKELEY FOOD &
HOUSING PROJECT

3225 Adeline Street, Berkeley, CA 94703
info@bfhp.org | 510.649.4965 | BFHP.org

February 23, 2023

RE: Support for City of Berkeley – ERF Program Grant Application

To Whom it May Concern,

I write to express Berkeley Food & Housing Project's support for the City of Berkeley's Encampment Resolution Funding grant application and convey our commitment to partnering with the City in operating non-congregate interim housing for the residents currently living at the 8th & Harrison encampment.

Berkeley Food & Housing Project (BFHP) has been a provider of homeless services in Alameda County since 1970. We now serve individuals and families across seven California Counties. We believe that everyone has a basic right to food, housing, and stability, and we work one-on-one with our clients to help them move toward independence and into safe and affordable housing as quickly as possible.

In 2020, at the beginning of the COVID-19 pandemic BFHP started two non-congregate shelter programs in partnership with the City of Berkeley and Alameda County, focused on getting the most vulnerable and high-need people experiencing homelessness off the streets and safely indoors.

Project Safer Ground utilized hotel rooms in the City of Berkeley to allow people experiencing homelessness to safely shelter in place. At the start of 2021 we partnered with Alameda County Care Connect and Abode Services to transition Safer Ground clients into Abode Rapid Re-housing units and permanent housing with support services. This program was part of Alameda County's Care Connect Health, Housing, & Integrated Services.

The Berkeley Respite Program began in June 2020 as a partnership with the City of Berkeley to oversee and maintain 18 RV trailers and one shared 4 bedroom house. BFHP continues to operate this program, at a reduced capacity, providing case management, housing navigation and placement and operational services, including daily wellness checks, meals, laundry services, and hygiene and cleaning supplies.

We are supportive of the City of Berkeley's approach to compassionately resolving encampments that have become unhealthy and dangerous in a manner that minimizes the use of criminal punishment and provides legitimate indoor options for all. We believe that, if awarded this grant, the City is well positioned to continue that success at the 8th & Harrison encampment. The City has developed a budget for interim housing at the Super 8 Motel that, in our experience with Project Safer Ground and the Berkeley Respite Program, maximizes the likelihood of resident uptake of the program, maximizes attention to their personal and service needs while in the program, and maximizes the likelihood of positive exits from the program into permanent housing.

At BFHP we are committed to ensuring everyone in our community has a home through supportive, equitable, and sustainable housing solutions. We are eager to continue this work and we invite the State of California to join us by funding this important and exciting proposal.

Sincerely,

Calleene Egan
Chief Executive Officer
Berkeley Food & Housing Project

ALAMEDA COUNTY
HEALTH CARE SERVICES
AGENCY
COLLEEN CHAWLA, Director

OFFICE OF THE AGENCY DIRECTOR
1000 San Leandro Boulevard, Suite 300
San Leandro, CA 94577
TEL (510) 618-3452
FAX (510) 351-1367

February 24, 2023

RE: State of California Encampment Resolution Grant Funding, Round 2 Letter of Support - Berkeley

Dear California Homeless Coordination and Financing Council:

Alameda County supports the City of Berkeley's proposal for the California Encampment Resolution Funding Program Round 2, targeting critical non-congregate shelter resources to the long-standing encampment in Northwest Berkeley.

The County is greatly encouraged by planning efforts put forth by the City to resolve the encampment through additional housing units and continued supportive services. This grant reflects that planning and presents a thoroughly researched, thoughtful, and comprehensive plan to address the needs of this vulnerable population.

In support of this grant, Alameda County is committed to providing street outreach and housing navigation support. If awarded this funding stream, we are confident that the City of Berkeley will be able to fully utilize the funds towards this effort. We can affirm that all referrals from the encampment to the Super 8 will be consistent with our local Coordinated Entry System's interim housing referral policies. The City of Berkeley is a leader in the North County Coordinated Entry System and has piloted new initiatives to enable our most vulnerable community members to more easily access housing resources.

Further, Alameda County will work with Berkeley to ensure that all eligible and prioritized households from the encampment will be matched with housing navigation resources. Any household with a qualifying assessment score is matched with housing navigation to ensure they move quickly from homelessness to having keys in hand. Alameda County Health Care Services Agency will work with Berkeley and its partners to assign people to available housing navigation slots assigned through Coordinated Entry. Contracted providers will work with eligible residents seeking housing assistance, as prioritized through assessment.

We encourage the State of California to award the City of Berkeley this much-needed funding to target one of the most high needs areas of the county.

Sincerely,

Colleen Chawla, Agency Director
Alameda County Health Care Services

Campus Motel, LLC DBA Super 8

1619 University Ave

Berkeley, CA 94703

(415) 297-8758

ferozmamin@gmail.com

Dear California Interagency Council on Homelessness:

Campus Motel, LLC is proud to partner with the City of Berkeley's proposal for the California Encampment Resolution Funding Program Round 2 which will target shelter resources to long standing encampments in the City. We have committed to working with the City to provide a site for the shelter through a master lease agreement and are confident that the program will bring housing stability to some of the most vulnerable residents.

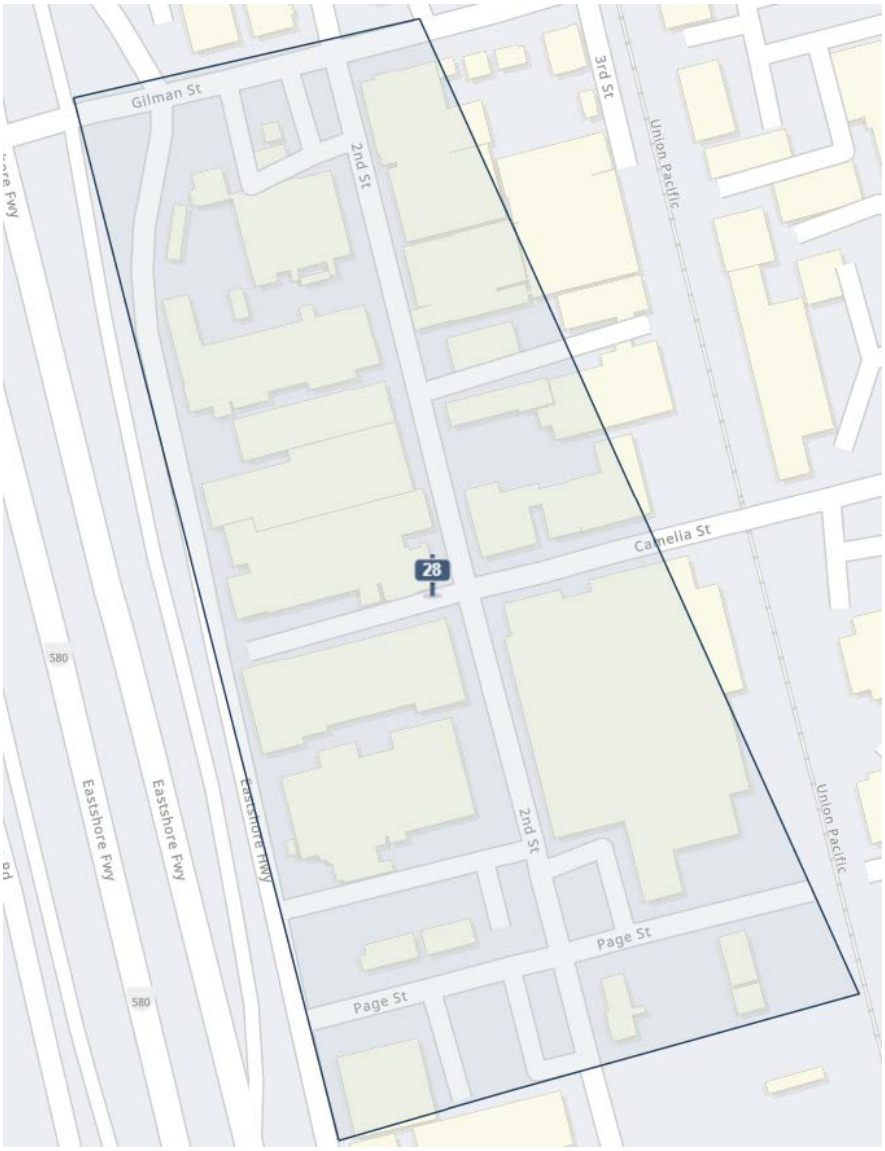
We encourage the State of California to fund this innovative proposal which will bring needed social supports and services to the folks that need it most.

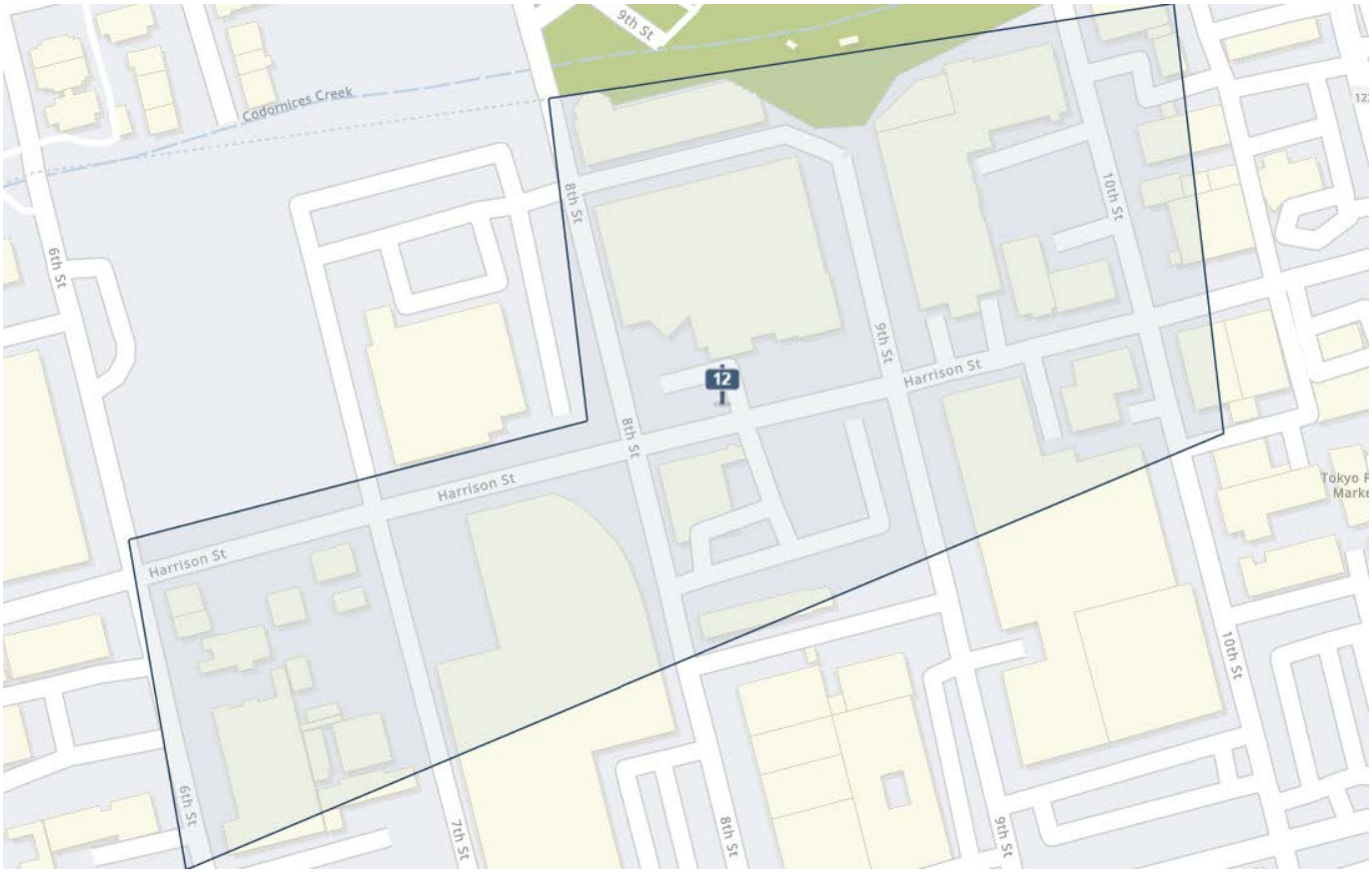
If you have any questions, please feel free to reach out.

Best,

Feroz Amin- Tony (Owner)

2/9/2023


Gilman St
2nd St
3rd St
Union Pacific
Camelia St
28
580
Eastshore Fwy
Page St
Page St


9th St
Codornices Creek
6th St
8th St
10th St
9th St
Harrison St
12
8th St
Harrison St
Harrison St
6th St
7th St
8th St
9th St
10th St

ERF Budget Change Request Form

This budget change request was submitted on 3/22/2024 9:43 PM

Introduction

Please select from the list of jurisdictions
Berkeley

The selected jurisdiction is associated with the following ERF award(s). Select the award(s) for which you are submitting this budget change request:

ERF-1 award in the amount of $4,708,015.00
No

ERF-2R award in the amount of $4,931,058.30
Yes

Please confirm the selections are accurate before proceeding in this form.

ERF-2R Budget Change Request

Answer all of the questions below. Reponses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances Cal ICH will consider retroactivity.

What date are you requesting that the revised budget be effective?
4/1/2024

If you would like this date to be retroactive, please explain why.
N/A

Are you requesting an expedited review?
Yes

Please explain why.
This needs to be expedited in order to hit the statutorily defined spending deadline.

Provide a proposed budget below.
ERF-2-R Budget_City_Berkeley_3.22.24 mod.xlsx

New Proposed Budget for ERF-2R funds by Eligible Use

Category

Rapid Rehousing	Operating Subsidies	Street Outreach	Services Coordination
Rapid rehousing, including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.	*Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.*	*Street outreach to assist eligible persons to access crisis services, interim housing options, and permanent housing and services.*	*Services coordination, which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.*
New Proposed Budget $0.00	**New Proposed Budget** $0.00	**New Proposed Budget** $0.00	**New Proposed Budget** $0.00
Previously Approved Budget $0.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $0.00

Systems Support	Delivery of Permanent Housing	Prevention and Shelter Diversion	Interim Sheltering
Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.	*Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.*	*Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.*	*Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.*
New Proposed Budget	**New Proposed Budget**	**New Proposed Budget**	**New Proposed Budget**

$0.00	$92,000.00	$0.00	$4,755,554.49
Previously Approved Budget $0.00	**Previously Approved Budget** $92,000.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $4,592,505.38

Improvements to Existing Emergency Shelters	**Administrative Costs**
Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.	*Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.*
New Proposed Budget $0.00	**New Proposed Budget** $83,503.81
Previously Approved Budget $0.00	**Previously Approved Budget** $246,552.92

Budget Change Request Total

Total New Proposed Budget
4,931,058.30

Total Previous Budget
4,931,058.30

Reason for the Request and Resulting Change

What prompted the need for this change?
We need to change the budget in order to hit the statutorily defined spending deadline and to account for an accounting error that saw $22k not allocated to the project.

At the program level, what will change if this budget change request is approved?

Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?
We started operating the project a month later then expected, so we have cost savings from the building's rent. We also had an accounting error of

Programmatically, what will be added, expanded, or augmented in the newly proposed budget?
We will be using the reducing the administration budget line item to only pay for city staff time, and will be adding extra janitorial staff hours and

22k due to recalculating program administration. maintenance.

Certify and Submit

Please provide any additional comments
The previously approved budget for interim sheltering was $4,569,658.30, but the webpage wouldn't allow me to submit without the total new proposed budget and the total previous budget matching. I added $22,847.08 to that budget line item so they would match.

Title
Homeless Services Panel of Experts

Name
Josh Jacobs

Phone
(510) 225-8035

Email
jjacobs@berkeleyca.gov

[Form.Introduction.JurisdictionAndContractSelection.PleaseSelectYourJurisdiction.JurisdictionSelection] certifies that all information included in this form is true and accurate to the best of their knowledge.
Yes

Entry #: 150 **Status:** Submitted **Submitted:** 6/17/2025 4:52 PM

This budget change request was submitted on 6/17/2025 4:52 PM

Introduction

Please select the ERF Round for which you are submitting this budget change request:

ERF-2R

ERF-2R Budget Change Request

Select the ERF-2R Funded Encampment

City of Berkeley — Northwest Zone

Answer all of the questions below. Reponses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances HPD Homelesness Grants will consider approving retroactive effective dates.

What date are you requesting that the revised budget be effective?

6/17/2025

If you would like this date to be retroactive, please explain why.

N/A

Are you requesting an expedited review?

No

Provide a proposed budget below.

ERF-2-R, Budget Template_CityofBerkeley(USE THIS SHEET Budget Template).csv
26.8 KB

New Proposed Budget for ERF-2R funds by Eligible Use Category

Rapid Rehousing	Operating Subsidies	Street Outreach	Services Coordination

Rapid rehousing, including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Street outreach to assist eligible persons to access crisis services, interim housing options, and permanent housing and services.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Services coordination, which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Systems Support

Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Delivery of Permanent Housing

Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.

New Proposed Budget
$92,000.00

Previously Approved Budget
$92,000.00

Prevention and Shelter Diversion

Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.

New Proposed Budget
$0.00

Previously Approved Budget
$0.00

Interim Sheltering

Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.

New Proposed Budget
$4,755,554.49

Previously Approved Budget
$4,755,554.49

Improvements to Existing Emergency Shelters

Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.

New Proposed Budget

$0.00

Previously Approved Budget

$0.00

Administrative Costs

Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.

New Proposed Budget

$83,503.81

Previously Approved Budget

$83,503.81

Budget Change Request Total

Total New Proposed Budget

4,931,058.30

Total Previous Budget

4,931,058.30

Reason for the Request and Resulting Change

What prompted the need for this change?

Our non-profit partner has been unable to hire someone for the Clinical Case Manager position because the salary is no longer competitive. This proposal will not make any changes to the overall budget, but simply moves funds from this position that has never been filled to cover increased security costs, which provide 24/7 security on-site.

At the program level, what will change if this budget change request is approved?

Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?

The clinical case manager position will be removed.

Programmatically, what will be added, expanded, or augmented in the newly proposed budget?

The site will increase on-site security from part-time to 24/7 coverage to ensure safety at the shelter.

Certify and Submit

Please provide any additional comments

Title

Homeless Services Coordinator

Name

Josh Jacobs

Phone

(510) 225-8035

Email

jjacobs@berkeleyca.gov

certifies that all information included in this form is true and accurate to the best of their knowledge.

Yes

California Department of
Housing and Community Development

ERF Budget Change Request Form

This budget change request was submitted on 1/28/2026 5:49 PM

Introduction

Please select the ERF Round for which you are submitting this budget change request:
ERF-2R

ERF-2R Budget Change Request

Select the ERF-2R Funded Encampment
City of Berkeley — Northwest Zone

Answer all of the questions below. Reponses should be concise and provide specific details explaining any proposed changes to funding and/or project plans.

Generally, the effective date is the date this form is submitted, however, in unique circumstances HPD Homelesness Grants will consider approving retroactive effective dates.

What date are you requesting that the revised budget be effective?
7/1/2025

If you would like this date to be retroactive, please explain why.
The revised budget reflects actual expenditures incurred over the course of program operations. During implementation, certain budget line items experienced lower-than-anticipated utilization, while other necessary operational and staffing costs exceeded initial projections due to program needs, participant safety considerations, and staffing vacancies.

The requested retroactive effective date ensures the approved budget accurately reflects costs already incurred to maintain continuous operations and service delivery. The scope of services remained unchanged, and all expenditures were necessary and allowable within the program's approved activities.

Are you requesting an expedited review?
No

Provide a proposed budget below.
ERF 2-R - City of Berkeley - Northwest Zone - Revised Budget - 1.27.26.xlsx

New Proposed Budget for ERF-2R funds by Eligible Use

Category

Rapid Rehousing	Operating Subsidies	Street Outreach	Services Coordination
Rapid rehousing, including housing identification services, rental subsidies, security deposits, incentives to landlords, and holding fees for eligible persons, housing search assistance, case management and facilitate access to other community-based services.	*Operating subsidies in new and existing affordable or supportive housing units, emergency shelters, and navigation centers. Operating subsidies may include operating reserves.*	*Street outreach to assist eligible persons to access crisis services, interim housing options, and permanent housing and services.*	*Services coordination, which may include access to workforce, education, and training programs, or other services needed to improve and promote housing stability for eligible persons, as well as direct case management services being provided to persons.*
New Proposed Budget $0.00	**New Proposed Budget** $0.00	**New Proposed Budget** $0.00	**New Proposed Budget** $0.00
Previously Approved Budget $0.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $0.00

Systems Support	Delivery of Permanent Housing	Prevention and Shelter Diversion	Interim Sheltering
Systems support for activities that improve, strengthen, augment, complement, and/or are necessary to create regional partnerships and a homeless services and housing delivery system that resolves persons' experiences of unsheltered homelessness.	*Delivery of permanent housing and innovative housing solutions, such as unit conversions that are well suited for eligible persons.*	*Prevention and shelter diversion to permanent housing, including flexible forms of financial assistance, problem solving assistance, and other services to prevent people that have been placed into permanent housing from losing their housing and falling back into unsheltered homelessness. This category is only available to serve people who were formerly residing in the prioritized ERF encampment site.*	*Interim sheltering, limited to newly developed clinically enhanced congregate shelters, new or existing noncongregate shelters, and operations of existing navigation centers and shelters based on demonstrated need that are well suited for eligible persons.*
New Proposed Budget	**New Proposed Budget**	**New Proposed Budget**	**New Proposed Budget**

$0.00	$820.31	$0.00	$4,751,510.22
Previously Approved Budget $0.00	**Previously Approved Budget** $92,000.00	**Previously Approved Budget** $0.00	**Previously Approved Budget** $4,755,554.49

Improvements to Existing Emergency Shelters	**Administrative Costs**
Improvements to existing emergency shelters to lower barriers, increase privacy, better address the needs of eligible persons, and improve outcomes and exits to permanent housing.	*Up to 5% of grant funds may be applied to administrative costs. Administrative costs incurred by the city, county, continuum of care, to administer its program allocation.*
New Proposed Budget $0.00	**New Proposed Budget** $178,727.77
Previously Approved Budget $0.00	**Previously Approved Budget** $83,503.81

Budget Change Request Total

Total New Proposed Budget
4,931,058.30

Total Previous Budget
4,931,058.30

Reason for the Request and Resulting Change

What prompted the need for this change?
We experienced cost savings in several budget line items due to lower-than-anticipated utilization, delayed hiring and vacancies in certain staff positions, and the ability to leverage existing resources and infrastructure. These savings occurred in the following areas:

Direct Client Assistance to Permanent Housing
Office expenses
RA Swing, RA Night, and Lead RA staffing
Housing Navigator, Program Manager, and Program Coordinator positions
Travel and transport
Household furniture and equipment
Maintenance and household supplies

We are requesting to reallocate these funds to budget line items that experienced higher-than-anticipated costs necessary to maintain program operations, participant safety, and service delivery, including:

Security
Administrative costs
RA Day and RA Weekend staffing
Senior Program Manager and Regional Director Residential Services
Clinical Case Manager
Computer equipment and software
Food and meal program support
Facilities
Audit and tax preparation
Program supplies
Insurance, benefits, taxes, and personnel expenses

At the program level, what will change if this budget change request is approved?

Programmatically, what will be eliminated, reduced, or augmented from the previously approved budget?
Programmatically, there will be no elimination of core services. However, the following elements were reduced or utilized at lower levels than originally projected:

Direct Client Assistance to Permanent Housing was utilized at a significantly lower level due to successful leveraging of non-HCD resources, including community-based assistance and partner funding, to support participants' transitions to permanent housing.
Certain staffing roles (including RA Night, RA Swing, Lead RA, Program Manager, Program Coordinator, and Housing Navigator positions) experienced vacancies, delayed hiring, or reduced utilization, resulting in lower overall personnel costs than anticipated.
Operational and non-client-facing expenses such as office expenses, travel and transport, household furniture and equipment, maintenance, and household supplies were lower than projected because necessary infrastructure and materials were already in place or were provided through other funding sources.

These reductions did not result in a decrease in service availability or participant outcomes.

Programmatically, what will be added, expanded, or augmented in the newly proposed budget?
Approval of this budget modification allows the project to accurately reflect costs that were necessary to maintain program operations and participant safety, including:

Expanded security coverage to ensure participant, staff, and site safety in response to higher-than-anticipated needs.
Additional staff coverage and supervisory capacity to address vacancies, provide continuity of care, and maintain required staffing ratios.
Increased food services and meal program support to meet participant needs over the full program period.
Additional facilities and operational costs, including room cleaning and rapid turnover, to maintain habitability standards.
Increased administrative, audit, insurance, and compliance-related costs required to operate the program in accordance with regulatory and contractual requirements
Additional computer equipment, software, and program supplies necessary for effective service delivery, data tracking, and staff operations.

These adjustments do not change the scope of services but ensure the budget aligns with actual program needs and expenditures incurred to operate the interim shelter safely and effectively.

Certify and Submit

Please provide any additional comments
We were able to leverage other community-based resources to support participants with direct assistance to permanent housing prior to drawing down on the Direct Client Assistance to Permanent Housing budget line item. Additionally, several non-client-facing operational costs were lower than projected due to existing infrastructure and previously purchased supplies. This allowed funds to be reallocated to higher-than-anticipated operational and staffing needs essential to maintaining program continuity, safety, and service quality.

Title
Homeless Services Coordinator

Name
Josh Jacobs

Phone
(510) 225-8035

Email
jjacobs@berkeleyca.gov

certifies that all information included in this form is true and accurate to the best of their knowledge.
Yes

budget template may be slightly modified to meet local needs. If awarded funding, this budget, once approved, will serve as your community's official project budget. Any changes to this budget must be authorized through

Guidance a

ELIGIBLE USE CATEGORY	<5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL	SALARY	FTE	MONTHS	ERF-2-R PROPOSED BUDGET	LEVERAGED FISCAL SUPPORT	2 SENTENCE DESCRIPTION
Use dropdowns. See NOFA, III. A.	Enables Cal ICH to immediately understa	Enables Cal ICH to associate the line item with specific entities or parts of a pro				Only ERF-2-R Fund	Non ERF-2-R Funds	Enables Cal ICH to better understand the line item, context, and / or other pertinent information related to the proposed line item.
PERSONNEL COSTS								
Interim Sheltering	Program Manager	Berkeley Food & Housing Project	186,148.62	0.25	24	$ 93,074.31	$ 93,074.31	Oversees site service provision, administration and contract compliance, coordinating overall services at HOPE Center
Interim Sheltering	Program Coordinator	Berkeley Food & Housing Project	43,308.94	1	24	$ 86,617.87	$ 86,617.87	Direct services; supports optimal service provision and back-up for site-level administration. Housing retention activities
Interim Sheltering	Senior Program Manager	Berkeley Food & Housing Project	49,872.47	0.5	24	$ 49,872.47	$ 49,872.47	Oversees program and provide support for program planning
Interim Sheltering	Regional Director Residential Services	Berkeley Food & Housing Project	143,204.50	0.1	24	$ 28,640.90	$ 28,640.90	Provide supervision of SPM and program planning
Interim Sheltering	Lead RA	Berkeley Food & Housing Project	64,700.74	0.5	24	$ 64,700.74	$ 64,700.74	Direct service staff
Interim Sheltering	RA -day	Berkeley Food & Housing Project	53,814.01	1.75	24	$ 188,349.02	$ 188,349.02	Direct service staff
Interim Sheltering	RA-Swing	Berkeley Food & Housing Project	54,488.63	1.5	24	$ 163,465.88	$ 163,465.88	Direct service staff
Interim Sheltering	RA-Night	Berkeley Food & Housing Project	56,717.06	0.5	24	$ 56,717.06	$ 56,717.06	Direct service staff
Interim Sheltering	RA -Weekend	Berkeley Food & Housing Project	63,275.52	0.5	24	$ 63,275.52	$ 63,275.52	Direct service staff
Interim Sheltering	Clinical Case Manager	Berkeley Food & Housing Project	0.00	1	24	$ 19,673.58	$ 19,673.58	Assessment; information and referral; and wellness/community activities and groups (works weekends and evenings)
Interim Sheltering	Housing Navigator	Berkeley Food & Housing Project	49,473.68	1	24	$ 98,947.36	$ 98,947.36	Provide direct services to tenants and housign retention
Interim Sheltering	Housing Navigator	Berkeley Food & Housing Project	31,816.81	1	24	$ 63,633.62	$ 63,633.62	Provide direct services to tenants and housign retention
Interim Sheltering	Meal program manager	Berkeley Food & Housing Project	118,202.70	0.05	24	$ 11,820.27	$ 11,820.27	Organizes daily meals, supervision
Interim Sheltering	Cook	Berkeley Food & Housing Project	52,000.00	1	24	$ 125,480.52	$ 125,480.52	Prepares meals
Interim Sheltering	Maintance	Berkeley Food & Housing Project	56,721.00	1	24	$ 103,371.40	$ 103,371.40	Building repair/upkeep
Interim Sheltering	Personnel Expenses		7,648.00			$ 21,319.47	$ 21,319.47	Recruitment costs, training and education, staff cell phone, staff recognition
Interim Sheltering	Benefits and taxes	Berkeley Food & Housing Project	150,792.00		24	$ 311,563.01	$ 311,563.01	Staff benefits and taxes
Subtotal - Personnel Costs						$1,550,523.00	$1,550,523.00	

NON-PERSONNEL COSTS			UNIT	RATE	TIME			
Interim Sheltering	Motel/Hotel (interim hsing),	Super 8 Berkeley	23	110	24	$ 1,879,739.40	$ 1,994,215.92	
Interim Sheltering	Room repair/maintenance	Super 8 Berkeley	23	2200	2	$ 102,718.00	$ 108,973.54	
Delivery of Permanent Housing	Direct Client Assistance to PH	Berkeley Food and Housing Project	46	2000	24	$ 820.31	$ 820.31	
Interim Sheltering	Food	Berkeley Food and Housing Project	3.17	50370	24	$ 190,688.88	$ 190,688.88	
Interim Sheltering	Household Furniture & Equipment	Berkeley Food and Housing Project	23	478.26087	24	$ 7,199.49	$ 7,199.49	
Interim Sheltering	Household Supplies	Berkeley Food and Housing Project	23	250	24	$ 4,282.26	$ 4,282.26	
Interim Sheltering	Program Supplies	Berkeley Food and Housing Project	23	100	24	$ 20,928.28	$ 20,928.28	
Interim Sheltering	Security	Berkeley Food and Housing Project	n/a	27151.62	24	$ 651,638.84	$ 651,638.84	
Interim Sheltering	Travel and Transport	Berkeley Food and Housing Project	n/a	8827	24	$ 1,782.89	$ 1,782.89	
Interim Sheltering	Facilities	Berkeley Food and Housing Project	n/a	80255	24	$ 215,314.46	$ 215,314.46	
Interim Sheltering	Office expenses	Berkeley Food and Housing Project	n/a	5350	24	$ 8,200.80	$ 8,200.80	
Interim Sheltering	Computer Equipment and software	Berkeley Food and Housing Project	n/a	25038	24	$ 83,334.31	70,834.31	
Interim Sheltering	Insurance	Berkeley Food and Housing Project	n/a	693	24	$ 11,971.44	$ 11,971.44	
Interim Sheltering	Audit and Tax Preparation	Berkeley Food and Housing Project	n/a	780	24	$ 23,188.17	$ 23,188.17	
Subtotal - Non-Personnel Costs						$3,201,807.53	$3,310,039.59	

ADMINISTRATIVE COSTS								
						$ 178,727.77	$ 178,727.77	
Subtotal - Administrative Costs						$178,727.77	$178,727.77	

TOTAL BUDGET						$4,931,058.30	$5,039,290.36	