



California Interagency Council on Homelessness

ERF-3-R, Application

Part 1 (A): ADMINISTRATIVE INFORMATION

Application Window

- ☐ Window #1, 11/3/2023 - 1/31/2024
- ☐ Window #2, 2/1/2024 - 4/30/2024
- ☒ Window #3, 5/1/2024 - 6/30/2024

*Applications received after 5:00 p.m. on the last day of the application window will be reviewed and evaluated during the following application window. **Note, applications submitted after 5:00 p.m. on 6/30/2024 will not be reviewed.***

Eligible Applicant

Select the eligible applicant's jurisdiction type.

- ☐ CoC ☒ City ☐ County

What is the name of the city or county?

City of San Buenaventura

Part 1 (B) Contracting Information

Complete all elements of the below section. This information is required for contracting should this application be chosen for award.

Contractor Information

Contractor Name (the legal entity entering into contract with the State)

City of San Buenaventura

What is the Federal Employer Identification Number (FEIN # or tax id number) for the contractor?

95-6000807

Tax ID Form

City of Ventura - W9 Form.pdf

Governmental entities will need to submit a GovTIN Tax Form, and Non-governmental entities will need to submit a STD 204 Tax Form. Links to each are below:

GovTIN: [Taxpayer ID Form \(ca.gov\)](#)

STD 204: [STD 204 - Payee Data Record \(ca.gov\)](#)

Who is the best contact person for this contract?

Primary Contact

<input type="text" value="Lee"/>	<input type="text" value="Sherman"/>
First	Last

This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)

Job title

<input type="text" value="Management Analyst II"/>
job title

Email

<input type="text" value="lsherman@cityofventura.ca.gov"/>
--

Phone

<input type="text" value="(805) 658-4718"/>

This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)

Secondary Contact

<input type="text" value="Leona"/>	<input type="text" value="Rollins"/>
First	Last

Job title

<input type="text" value="Housing Services Manager"/>
job title

Email

<input type="text" value="lrollins@cityofventura.ca.gov"/>
--

Phone

<input type="text"/>

This contact will receive ALL grant related correspondence (inclusive of application, award, contract, office hours, information requests, reporting, etc.)

Contact Person for Reporting

<input type="text" value="Lee"/>	<input type="text" value="Sherman"/>
First	Last

Job title

Management Analyst II

job title

Email

lsherman@cityofventura.ca.gov

Phone

(805) 658-4718

This contact will ONLY receive grant reporting correspondence (inclusive of guidance, report releases/reminders, report follow-ups).

Authorized Representative

Bill

First

Ayub

Last

Job title

City Manager

job title

Email

bayub@cityofventura.ca.gov

Phone

(805) 654-7740

The Authorized Representative has authority to contract on behalf of the eligible applicant

If this application is funded, what address should the check be mailed to?

Address

501 Poli Street

Address Line 1

Room 133

Address Line 2

Ventura

City

California

State

93001

Zip Code

Attention to (if applicable):

Lee Sherman

 **This Application uses character limits** 

Reaching these limits is not required, however competitive responses will address all parts of each

question asked.

Part 2: PROPOSAL OVERVIEW

Guidance:

In completing this application, applicants must identify the specific encampment that will be prioritized for resolution.

If an applicant proposes to prioritize a large, noncontiguous, or multiple site(s), the encampments may only be addressed through a single application if: (a) the justification for prioritizing the encampments is the same, **and** (b) the demographics and service needs of the residents of the encampments is sufficiently the same that, (c) the same set of services, and service providers, including outreach, interim and permanent housing programs, will be used to resolve the identified people's experience of homelessness in encampments.

Applicant must prepare a separate application for each encampment that does not meet the requirements of (a) – (c).

Proposal Summary

Summarize the proposed Encampment Resolution Fund (ERF) project, including an overview of all key components and/or phases of the project that will be funded in whole or in part with ERF-3-R resources. (1500-character limit)

The Housing Authority of the City of San Buenaventura recently acquired a former La Quinta Inn on Valentine Rd in Ventura, which is being renovated to LMI housing. As part of the transaction, HACSB also acquired an adjacent lot of 26,223 square feet with access on Pasteur Drive. With ERF funding, the HACSB will provide 15 rooms at the Valentine Rd site for people in the targeted encampment and develop this additional site as 30 one-bedroom apartments of permanent supportive housing. Working with the Continuum of Care, priority will be given to 45 encampment residents (one unit will be for an on-site manager). An initial site plan, design, and financing scenario has been developed. With \$11,000,000 in ERF capital funding and two years of operating expenses covered by ERF (\$910,000), the HACSB will be able to leverage approximately \$12,000,000 in Low Income Tax Credit Equity. This will allow the project to be financed with no mortgage and a Capitalized Operating Subsidy of approximately \$4,500,000, that will support operating expenses for an initial 15-year period. Both the Valentine Rd and Pasteur Drive Permanent Supportive Housing will have case management and service coordination and will follow a Housing First model.

People Served

Number of people currently residing in prioritized encampment site

60

#

Potential inflow of people into the prioritized encampment site during the grant term.

5-10

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

45

#

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?

60

#

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

45

#

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

45

#

*This should include both people who transition directly into permanent housing **and** people who may first transition into interim housing.*

Is the prioritized encampment site part of a larger encampment area?

☒ Yes ☐ No

Approximately how many people are residing in the entire larger encampment area, including the prioritized site?

60

#

Briefly describe the prioritized site in relation to the larger encampment area. (1000-character limit)

The site occupies 57.2 acres and hosts numerous separate encampments of 2-10 people in each. The priority for the sites is not geographic, but demographic as preference will be given to those most able and eligible to obtain and retain housing. Not everyone encamped in this area wants permanent supportive housing or has the ability to maintain a residence. There are a number of individuals in the encampment area with criminal histories, active warrants or other factors that would limit their eligibility for placement in HACSB's housing or other City and County programs. Priority will be given to those who are seniors or live with chronic health conditions and those who are actively engaged with case management, becoming document ready and willing work on a housing plan.

Encampment Information

1. Briefly describe the characteristics of the people residing within the prioritized encampment site, including demographics, household compositions, disabilities, and projected service and housing needs. Include how this information was gathered. (1500-character limit)

City staff canvassed the area heavily during the recent point-in-time count (January 2024). Many of the individuals are former local residents who have been priced out of long-term housing due to job loss, accident or injury. Some are families or have formed households. Many identify as white and Latino and a large number are seniors. At least half have physical disabilities or chronic health conditions that make it difficult to hold employment. The majority will likely qualify for Permanent Supportive Housing with documented disabilities and will be prioritized through the Coordinated Entry System. Projected service needs include connecting individuals to transitional housing and supportive services to assist with longer term housing placements. We will have congregate and non-congregate options available for those seeking transitional housing while permanent housing construction takes place. Several of the individuals in this encampment are on probation / parole or have active warrants along with drug / alcohol related issues and would be considered service resistant. Street outreach workers are joined by Patrol Task Force officers when visiting this section of the camp. These individuals are not considered high priority placements for the housing being proposed in this application.

If this proposal seeks to serve a particular target population, specify and describe.

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 area lies along Harbor Blvd, across from Ventura Harbor and adjacent to Olivas Park Golf Course (map attached). The City partnered with Turning Point Foundation on the River Haven shelter program which provided tiny homes and case management for their clients for almost twenty years but due to the dangerous environmental conditions and predation on their resources by campers unaffiliated with the program, the project recently ended. These clients have been housed but around 20 independent encampments remain scattered about the area. Structures include tents, tarps, wooden pallets and holes dug into the riverbank. Residents of these encampments frequently vandalized the River Haven program and continue to vandalize the nearby golf course in order to procure resources such as water and electricity. Some sites have vehicles, including RVs, trucks, cars, motorcycles and OHVs. Other sites have portable generators and solar panels. Bike parts and trash are scattered everywhere.

3. Why is this encampment site being prioritized? Applicant should identify any distinguishing needs and/or vulnerabilities of the people living in this encampment and/or any health, safety, or other concerns that led the applicant to prioritize this site over other encampments. (1000-character limit)

These large encampments have been prioritized due to the growing needs of unsheltered people who are seeking permanent housing and shelter and for their impact on the environment. These locations have created unique challenges for first responders with frequent fires, unsanitary conditions and regular calls for service to law enforcement. During last year's intense rain, a woman drowned in the Santa Clara River when her encampment flooded and she was unable to reach higher ground. Calls for service related to fentanyl overdose are common. Street outreach services, such as Backpack Medicine are offered regularly to provide basic needs and medical services to those with health conditions, but it would be best for the people and the environment if these camps were removed and remediated.

ERF authorizing legislation requires funding be used for "prioritized" encampments. Applicants must, therefore, provide a justification for the prioritization of the encampment proposed to be served. Except in very small communities where it may be possible to justify prioritizing all of a small number of

encampments for resolution using this fund source, ERF is not intended to be used to fund a community-wide encampment resolution program.

Attachment: Map

GrantMap_v2.pdf

The provided map should clearly indicate the area of the prioritized encampment. The map may also indicate the location of other key service, shelter, and housing resources described in this proposal.

4. Is the prioritized site on a state right-of-way?

☒ No ☐ Yes - partially ☐ Yes - entirely

Proposal's Outcomes

5. What outcomes does this proposal seek to accomplish by 6/30/2027? Outcomes should be specific, measurable, attainable, relevant, and time-bound (SMART). (1000-character limit)

Connection to permanent housing is the specific desired outcome for all persons residing in the encampment. Within the grant term 45 units will be available for individuals and families to attain this goal. The project is relevant due to the severe housing shortage and homelessness crisis occurring in the City of Ventura. The clearing of encampments can best be accomplished by connecting residents to permanent or permanent supportive housing. We expect to provide housing to 45-60 individuals and families over the grant term and will measure progress through the HMIS system as clients become document ready and establish a housing plan. Fifteen clients will be connected to housing during the first year and the remaining thirty will be housed by the end of year 2.

6. What are the primary activities the applicant will implement to achieve each of the proposal's outcomes? (1000-character limit)

Primary activities include financing and construction of 30 units of permanent supportive housing at the Pastuer Drive site along with operating subsidies for 15 units that have been set aside at the Valentine Road location. Street outreach activities will be conducted to the population residing in the encampment area to connect them to transitional housing while they await placement in a permanent unit. Case management will be used to steward clients through the Continuum of Care Pathways to Home program to prepare them to best obtain and retain their housing.

7. How will the applicant measure progress towards the proposal's outcomes? (1000-character limit)

Each client's progress will be tracked through the Ventura County CoC HMIS system. Unsheltered persons availing themselves of services will go through the Coordinated Entry System to receive case management. All clients in emergency or transitional shelter will be expected to participate in the Pathways to Home program and work with case managers to develop a plan for permanent housing. HMIS quarterly reporting will measure the number of clients served, the length of time homeless, the number connected to mainstream benefits, the number of exits to permanent housing destinations and measure housing retention once permanently housed.

8. 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)

The City of Ventura fully supports this program and has dedicated HOME-ARP and PLHA funds to the Valentine Rd renovation and is seeking funding for the new Pastuer Dr project being developed in close proximity. The County of Ventura Human Services Agency and Ventura County Continuum of Care have also pledged full support of the project through street outreach, backpack medicine and behavioral health services and providing access to housing choice vouchers. The biggest anticipated hinderance is the difficulty in securing the area once encampments are removed so that they don't return. This will be the remit of the Ventura Police Department's Patrol Task Force to ensure that any new establishments are quickly noticed and removed.

9. Does this proposal fund a standalone project, or is the proposed project one component of a larger initiative?

☒ Standalone ☐ Larger initiative

Centering People

10. Describe how the perspectives of people with lived experience of homelessness meaningfully contributed to the content of this proposal? How will people with lived experience be part of the implementation of this ERF project? If individuals living in the encampment site were included in the development of this proposal, describe how their input was obtained and how that input shaped the proposal. (1000-character limit)

City staff, street outreach workers from the county HSA and Backpack Medicine visit the area regularly to conduct outreach and collect surveys that directly inform the content of the proposal. Residents of the camps often come to the HOPES meeting to describe the conditions there and request support. The street outreach program employs people with lived experience who interact regularly with persons residing in the sites addressed by this project and maintain a friendly and ongoing dialog with people they frequently encounter and encourage participation in services. Many unsheltered persons have indicated they are ready to take advantage of shelter beds once they become available. Extensive outreach was conducted to this community during the annual Point In Time count in 2024 regarding the opportunities for housing coming online this year and there are many working to prepare themselves to be document ready for when a unit becomes available.

11. Briefly describe how the proposal exemplifies Housing First approaches as defined in Welfare and Institutions Code section 8255. (1000-character limit)

This program takes a Housing First approach and does not require employment, income, sobriety or program enrollment. Case workers will be assigned to those transitioning from encampments to housing. For those who are prioritized for transitional housing at the Vagabond Inn non-congregate shelter as units at Pasteur are constructed, a voucher system modeled on Project Roomkey where clients are encouraged to engage pro-actively with the Pathways to Home program to become document ready and able to transition to permanent housing when it becomes available. To ensure that households with high needs are not refused entry, our program will follow a "low-threshold" model of services. Individuals served include those who may be chronically homeless, have special needs, mental and/or physical health problems, or substance abuse. We do not deny services due to sobriety issues, mental health treatment, or low or no income. All of our partners use a Housing First model.

12. Describe how each of the following service delivery practices are incorporated into the outreach, interim shelter (if applicable), and permanent housing aspects of the proposed ERF

project: (a) individual participant choice and (b) trauma informed care. (1000-character limit)

The goal of this grant is to connect every person in the encampment to housing and services to help them overcome and avoid future experiences of homelessness. We adhere closely to the Housing First model as well as Cal ICH's recently released 19 Strategies for Communities to Address Encampments Humanely and work to provide service in a humane and trauma-informed way. This includes addressing the unique needs of people with chronic and acute health conditions. County HSA workers are trained in trauma-informed practices, motivational interviewing and psychological first aid. They meet encampment residents where they are, and provide connection to the Pathways to Home program. Clients who stay in the transitional program will work with Housing Navigators who are trained and well versed in community resources to connect to the Pathways to Home program to become document ready and prepared to transition to either independent living or permanent supportive housing

13. Describe how harm reduction principles will be incorporated into the outreach, interim housing (if applicable), and permanent housing aspects of this ERF project. (1000-character limit)

Street Outreach workers from both the HSA and Downtown Ventura Partners Ambassadors program are trained in empathetic, non-judgmental communication and follow Housing First principles in their engagement with unsheltered persons. To reduce harm they evaluate the health of every encampment resident and provide referrals to appropriate and available services, prioritizing seniors or those with acute or chronic conditions for transitional housing placement. Efforts will be made to connect individuals with drug or alcohol dependencies who are interested in dealing with these issues to the appropriate treatment program. Alcohol will not be prohibited. There will be sharps bins on site as well as naloxone.

14. Describe the services that will be provided to improve people's health, dignity, and safety while they continue to reside within the prioritized encampment site. (1000-character limit)

The City and its partners already provide limited trash removal and resource distribution (food distributions, Whole Person Care pod). Encampment residents will be extensively noticed to be informed and prepared for impending site closure and provided with easy access options to low barrier shelter. Non-profit social service partners provide options for storage of personal belongings or important documents. Transportation is offered as well to provide safe passage to interim sheltering options. Service options for residents include Mental Health Care, Substance Use Services, Behavioral and Physical Health Services and assistance in accessing benefits.

15. Identify what controls are or will be in place to ensure that all ERF-3-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 goals of the shelter options provided are to decrease the length of time persons spend homeless on the streets and contribute to a reduction in homelessness in Ventura County overall. Local law enforcement does not seek to arrest anyone for sleeping, resting or eating in public places, and works closely with our street outreach teams to learn the names, faces and stories of the people residing in this encampment and other locations. Law enforcement also works closely with social services to reconnect PEH with family, provide resources for transportation, meals and clothing as well as substance treatment services. If someone is found to have a warrant or outstanding parole violation, appropriate action will be taken, but VPD does not seek to arrest people for being homeless.

16. 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)

No fixed sanitation services are available or provided in the targeted encampment. Wood Services, a local contractor, provides monthly trash service and local social service organizations take turns providing weekly distributions of food. Street outreach workers visit these sites regularly to inform them where services such as showers, meals, laundry and medical care can be obtained. A One-Stop Whole Person Care pod visits regularly once a week which provides options for toilets and showers, and Backpack Medicine makes monthly visits. The isolated nature of the site and lack of such resources is one of the reasons this site is a priority.

Part 3: IMPLEMENTATION

Core Service Delivery and Housing Strategies

17. 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)

County and City coordination is a key aspect of our engagement strategy to provide outreach and assistance to homeless individuals and place them successfully in shelter and housing. Street outreach services are continuous and ongoing with service providers who are trauma informed and HMIS licensed to complete assessments and make referrals through the Coordinated Entry System (CES). Outreach includes a multifaceted team with medical and behavioral health services. Engagement consists of weekly contacts to develop rapport and trust to connect individuals to interim shelter and permanent housing. CES has protocols in place to ensure persons have immediate access to assistance with obtaining permanent housing. Case management and housing navigation will be provided to assist with overcoming barriers to obtain housing. Street outreach has been tailored to partner with local law enforcement to reach persons that do not seek services on their own. In terms of the ratio of staff to people served, there is one case manager for up to 12 people. Length of service periods are tracked in HMIS for each client based upon the program they are engaged with. For example, many clients in the Santa Clara River use the City's Foul Weather Shelter during the colder wetter months when it is activated. Visits to One-Stop, engagements with case management and all other services period are tracked in HMIS for each individual or household with varying length of services depending on the client's needs.

18. 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)

All street outreach and interim shelter providers are part of the Pathways to Home program, which is the Ventura County Continuum of Care's Coordinated Entry System. This system allows individuals and families to access services needed to move them out of a state of homelessness as quickly as possible. Pathways to Home includes a client-focused approach to minimize the complexity and challenges associated with accessing multiple programs to avoid or exit homelessness. Service providers will support the implementation of this proposal by working collaboratively to coordinate services and information with the intent to provide the most effective and empathetic client services to those residing in the identified encampments. We expect these processes to be supportive of those availing themselves of service offerings and the overall implementation of the proposal.

19. Describe each of the specific (a) interim housing and (b) permanent housing opportunities that will be used to achieve the proposed outcomes of this ERF project. Demonstrate that any ERF-3-R funded interim housing capacity is either non-congregate or clinically enhanced congregate shelter. (2000-character limit)

While the Pasteur Drive project is under construction, HSA outreach workers will coordinate with PEH to connect to services to make them document ready for a transition to permanent housing. In the meantime, hotel vouchers will be provided, similar to Project Roomkey, and those that transition from encampments to the Pasteur project will temporarily reside in a Vagabond Inn (20 rooms) in downtown Ventura or in the 55-bed ARCH shelter. All will receive case management services through County Behavioral Health and will be entered in to the Pathways to Home program. The City and County have worked together extensively in the past few years to place people in this location and the motel operator greatly values our partnership. All of the partner agencies offering support for the project have experience with managing both state and federal funding sources to provide housing (either new construction or rehab), outreach and case management. The City has met with leaders of each organization to engage in planning for the activities proposed in this project with each one offering assistance commensurate with their strengths and abilities as an organization as evidenced in our letters of support. The Ventura County CoC manages the HMIS system and CES Pathways to Home program. They are also the lead applicant for such funding opportunities as HUD CoC, HHAP and ESG programs. The Ventura County Human Services Agency provides street outreach for unsheltered persons in the project area as do the Downtown Ventura Partners through their Ambassadors program.

20. Demonstrate the applicant's commitment and ability to deliver permanent housing solutions to the people residing in the prioritized encampment, including by providing examples of prior successful efforts to permanently house similarly situated individuals. (2000-character limit)

The Housing Authority of City of San Buenaventura has been a provider of affordable housing and a developer of permanent supportive housing projects, managing over 1000 units in the City. They have a demonstrated ability to complete this project, including putting together financing, managing construction and lease up. The 15 units of supportive housing at Valentine Rd that they have offered for this project will be leased to prioritized residents of the encampment area. The City of Ventura is committed to aiding permanent housing solutions by supporting affordable housing projects in a number of ways, including deferring development impact fees and providing letters of support when needed for bond or tax credit applications. The City is currently working on a process to streamline affordable housing development applications. As new affordable housing projects begin the planning process, the City works with the developer to try to secure a few units for individuals or families experiencing homelessness.

21. Describe how this proposal is tailored to meet the needs and preferences of people residing within the prioritized encampment. (1500-character limit)

Our street outreach teams and Patrol Task Force have conducted targeted outreach to build relationships with encampment residents. One of our outreach workers is also a Person With Lived Experience which is a helpful asset in building a rapport with encampment residents. The majority of persons residing in the encampments all meet the chronically homeless criteria for Permanent Supportive Housing. Most prefer non-congregate shelter options that follow a Housing First, low barrier model and provide accommodation for persons with pets and storage needs. Case management is provided to develop a housing plan with assistance from Housing Navigators to ensure that they can successfully transition to permanent housing.

Where applicable, identify the people, data, evidence, and / or other sources of information that was relied upon for this proposal.

Table 1: Projected Living Situations Immediately Following the Encampment

For people served who exit the encampment, what are the projected Living Situations Immediately Following the Encampment, including but not limited to, permanent housing, interim sheltering, and unsheltered?

Please provide responses in the table below. Add a row for each projected living situation. (250-character limit for each cell)

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-3-R?	Is this living situation funded by ERF-3-R and / or Leveraged Funds?	% of Served Persons Projected to Fall Within This Living Situation
Transitional Housing - Vagabond Inn (non-congregate)	No Yes/No	20	Set Aside Pri/Set-Aside/Neither	ERF ERF/Lev/Both	33 %
Permanent Supportive Housing - Valetine Rd	Yes Yes/No	15	Prioritized Pri/Set-Aside/Neither	Both ERF/Lev/Both	33 %
Transitional Housing - ARCH Shelter (congregate)	No Yes/No	55	Prioritized Pri/Set-Aside/Neither	Leveraged ERF/Lev/Both	50 %

Permanent Supportive Housing - Pasteur Rd	Yes	30	Set-aside	Both	66
	Yes/No		Pri/Set-Aside/Neither	ERF/Lev/Both	%

Table 2: Permanent Housing Opportunities

A permanent housing opportunity is a combination of project and/or service provided to an individual with the goal of helping the individual obtain permanent housing. Of course, applicants cannot and do not need to provide every possible scenario; Cal ICH is looking to understand the primary, expected permanent housing opportunities for people projected to be served by this proposal.

Please provide responses in the table below. Add a row for each projected opportunity. (250-character limit for each cell)

Describe the Permanent Housing Opportunity	Prioritized or Set-Aside for ERF-3-R?	Quantify the Capacity of the Housing and Service Opportunity	Is this Housing Opportunity Funded by ERF-3-R and / or Leveraged Funds?
30 units of newly constructed PSH	Set-Aside Pri/Set-Aside/Neither	The Pasteur Drive Permanent Supportive Housing will have case management and service coordination. It will follow a Housing First model.	Both ERF/Lev/Both
15 Units of newly constructed PSH	Prioritized Pri/Set-Aside/Neither	Valentine Rd Apts	Both ERF/Lev/Both

22. Describe strategies the applicant will use to ensure that people are not displaced from the prioritized encampment into another unsheltered location. Include strategies that are in addition

to/complement the interim shelter and permanent housing opportunities that are part of this proposal. (1000-character limit)

The primary strategy to avoid displacement into other unsheltered locations is to offer transitional shelter through our Project Roomkey partner, the Vagabond Inn or congregate shelter at the ARCH. They have been a partner in this program since the COVID-19 pandemic and value the steady stream of clients and revenue the program provides. They have indicated that they would have rooms available to accommodate individuals and households awaiting placement in the newly constructed PSH units at Pasteur Dr. project.

23. Describe specific strategies and/or services the applicant will use to prevent returns to unsheltered homelessness among people from the prioritized encampment who are sheltered and housed through this ERF project. Include whether these strategies will be funded with ERF-3-R funds and, if not, what other resources will be leveraged. (1000-character limit)

Transitional Housing through motel vouchers will be financed through ERF funds. The 30 individuals or households receiving shelter will be prioritized strategically by evaluating their document readiness and ability to retain their housing once they are placed. The City has also received HHAP-4 funding which is being administered through Mercy House to provide financial assistance. Case managers will work closely with people to build rapport during this period and connect them to resources and develop a housing plan. Progress for each individual or household in the Pathway to Home program will be documented in HMIS.

24. 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)

Street outreach teams will continue to work with those living in encampments, to offer immediate placements through the navigation center and complete CES assessments to make referrals to permanent housing placements. The primary goal is to get residents connected with services and permanent housing. Patrol Task Force will continue to monitor the sites to prevent repopulation of camps and be vigilant of new encampments that may appear after previous residents are relocated. Shelter and resources will be offered by street outreach staff.

25. Describe how participants in this ERF project will be supported with continued access to, and storage of, their personal property while in the encampment, in interim housing (if applicable), and in permanent housing. (1000-character limit)

Clients transitioning from encampments to non-congregate shelter at the Vagabond Inn will be able to bring their belongings and property with them as they await the completion of the permanent units. During this time they will have access to case management to help prepare them to be document ready. Clients transitioning to congregate shelter at the ARCH will also be allowed to bring a limited number of personal belongings as well as pets.

26. Describe how participants in this ERF project who have service animals and/or pets will be supported while in the encampment, in interim shelter (if applicable), and in permanent housing. (1000-character limit)

Street outreach and Backpack Medicine teams that visit the encampments often bring pet food and treats as part of food distributions. The Vagabond Inn also allows clients to bring their pets. Food, water and an outdoor dog run are provided for those that have pets. These animals will be allowed to remain with each client as they work their housing plan. The PSH units will also allow pets and service animals.

Budget and Resource Plan

27. State the total amount of ERF-3-R funds requested.

\$11,910,000.00

\$

28. State the estimated dollar value of secured, non-ERF-3-R resources that will help meet this proposal's outcomes.

\$21,728,779.00

\$

29. Identify and describe each leveraged non-ERF-3-R resource and how that specific resource will be used to help meet the proposal's outcomes, including the permanent housing outcomes. (1000-character limit)

Housing Authority (various sources LITC, TCAC) 12,020,779
City of Ventura - \$2.4 million personnel
City of Ventura - \$3.75 million ARCH Shelter Operations (congregate, 55 beds)
City of Ventura HHAP - \$640,000 (Prevention and Diversion program)
City of Ventura HOME-ARP - \$2,738,000 Permanent Supportive housing Operations
City of Ventura Measure O - \$180,000 (Emergency Shelter)

*Applicants are directed to provide a detailed description of other fund sources, and system capacity, that will be leveraged to achieve the outcomes proposed for the ERF-3-R funded project (**especially as it relates to meeting this proposal's permanent housing outcomes**) and, if applicable, to sustain the new programming beyond the end of the grant term.*

This includes prior ERF awards, HUD unsheltered NOFO, and other federal, state, and local funding sources.

Applications will be evaluated with the understanding that communities vary significantly with respect to the current availability of other fund sources that can be used as leverage for their proposed projects and to sustain the projects beyond the grant term.

In the absence of currently available resources, Applicants are encouraged to provide a specific plan for obtaining the funding necessary to sustain their project beyond the grant term if the project is intended to continue.

30. Describe how the proposal is a prudent and effective use of requested funding relative to the number of people it seeks to serve, the types of services and housing to be provided, and any benefits to the community’s efforts to address homelessness that will extend beyond the grant term, including ongoing expansion of interim and permanent housing capacity. Include an explanation of how the requested ERF-3-R amount was determined. (1000- character limit)

This proposal adds 30 units of much needed Permanent Supportive Housing to the City’s housing supply. With \$11,000,000 in ERF capital funding and two years of operating expenses covered by ERF, the HACSB will be able to leverage approximately \$12,000,000 in Low Income Tax Credit Equity. This will allow the project to be financed with no mortgage and a Capitalized Operating Subsidy of approximately \$4,500,000, that will support operating expenses for an initial 15 year period.

Attachment: Standardized Budget
ERF-3-R Budget Template_City_of_Ventura_06.24.xlsx

Applicants must use the [ERF-3-R Budget Template](#) available on box.com

Key Entities and Staff

31. First, describe the implementing organization and specific unit or office within the implementing organization that would administer ERF-3-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 Ventura’s Community Development Department has recently created a Housing Services division that oversees all of its CDBG/HOME grant funding, administers the city’s Affordable Housing program, addresses homelessness issues and provides resources for persons experiencing homelessness. The City’s role is to convene partner social service agencies who are ready to provide services to those who are unhoused and support them in expanding their outreach and overall impact on rehousing our substantial homeless population. This department is made up of individuals with extensive experience in grant management and administration and have been involved in the local social services sector for many years. We have extensive experience in developing partnerships for closing encampments , including rallying Cal-Trans, partners and volunteers.

The Housing Authority has been a trusted affordable housing provider and developer in the City for 75 years. They have recently acquired a 142 unit motel at 5818 Valentine Road, Ventura. The HACSB will develop the motel as 134 permanent supportive housing apartments and 2 resident manager apartments for a total of 136. This Homekey project will include 72 apartments for chronically homeless and homeless households and 62 apartments for households at risk of homelessness. Some apartments are projected to be available by July 2024 and the project is projected to be fully complete by end of 2025.

Table 3: Key Staff

Identify all staff positions (e.g. administrative, programmatic, development etc.) which are integral to this ERF project and to achieving the proposal’s outcomes. For each position include the title, whether the

position is filled or vacant, the approximate fulltime equivalent (FTE) of the position dedicated to the ERF project, whether the position is funded through ERF-3-R and/or Leveraged (i.e.non-ER-3-R) funds, and a brief description of the duties. Please provide responses in Table 3 below.

Title	Currently Filled Position?	FTE of Staffing for This Proposal	Funded by ERF-3-R and / or Leveraged Funds?	Brief Description of Duties
Community Development Director of City of Ventura	Yes Yes/No	.10 # FTE	Leveraged ERF/Lev/Both	Authorized Representative for Grant Administration
Managment Analyst II	Yes Yes/No	.10 # FTE	Leveraged ERF/Lev/Both	Grant Administration
Housing Authority of City of San Buenaventura - Executive Director	Yes Yes/No	.20 # FTE	Leveraged ERF/Lev/Both	Construction Development
Housing Authority of City of San Buenaventura - Real Estate Development Director	Yes Yes/No	.25 # FTE	Leveraged ERF/Lev/Both	Project Financing
Housing Authority of City of San Buenaventura - Project Manager	Yes Yes/No	.25 # FTE	Leveraged ERF/Lev/Both	Project Management
ARCH Shelter Operator	Yes Yes/No	1.0 # FTE	Leveraged ERF/Lev/Both	Congregate Shelter Program Operations
Vagabond Inn - Manager	Yes Yes/No	1.0 # FTE	Leveraged ERF/Lev/Both	Non-congregate Shelter Program Operations

Valentine Rd Apts - Site Manager	No <small>Yes/No</small>	1.0 <small># FTE</small>	Both <small>ERF/Lev/Both</small>	On-site Property Manager - Valentine Rd - 15 units of PSH
Pastuer Drive - Site Manager	No <small>Yes/No</small>	1.0 <small># FTE</small>	Both <small>ERF/Lev/Both</small>	On-site Property Manger - Pastuer Dr - 30 units of PSH
Street Outreach	Yes <small>Yes/No</small>	2.0 <small># FTE</small>	Leveraged <small>ERF/Lev/Both</small>	County HSA
Case Managers	Yes <small>Yes/No</small>	2.0 <small># FTE</small>	Both <small>ERF/Lev/Both</small>	HSA/HACSB

32. First, describe key partners that will be responsible for implementing this ERF project and achieving the proposal's outcomes (e.g. service providers, public agencies, development entities etc.). 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 Ventura County CoC manages the HMIS system and CES Pathways to Home program. They are also the lead applicant for such funding opportunities as HUD CoC, HHAP and ESG programs. The Ventura County Human Services Agency provides street outreach for unsheltered persons in the project area as do the Downtown Ventura Partners through their Ambassadors program. The Housing Authority of City of San Buenaventura has been a provider of affordable housing and a developer of permanent supportive housing projects. All of the partner agencies offering support for the project have experience with managing both state and federal funding sources to provide housing (either new construction or rehab), outreach and case management. The City has met with leaders of each organization to engage in planning for the activities proposed in this project with each one offering assistance commensurate with their strengths and abilities as an organization.

33. 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 County of Ventura collaborates with the City of Ventura as an equal partner in supporting the operations of the ARCH Shelter, both through the donation of a long-term lease to the building to house the program and funding to run operations. The Ventura County CoC manages the CES Pathways to Home program and provides the City access to the HMIS system in order to update client information, make referrals to CES programs and connect the City's street outreach program. The CoC has submitted successful ERF proposals on behalf of several other cities in the County and have worked closely with the City of Ventura to identify needs and help with design and implementation of the proposal by incorporating people with lived experience through the process.

Applicants may upload evidence of cross-jurisdictional collaboration such as MOUs, letters of support, or interagency agreements etc. in the field immediately below.

Optional Upload: Evidence of Cross-Jurisdictional Collaboration
LOS ERF Pasteur.pdf

34. Identify any entities that have a right to and/or control of the property upon which the encampment site resides. Describe how applicant has engaged with these entities and confirm that each of these entities has committed to allowing the implementation of this proposal. (1000-character limit)

The encampment site is in the flood plain of the Santa Clara River, which is protected by a levee managed by the Army Corps of Engineers. There is a City-owned golf course adjacent to the encampment. Encampments along this area cause structural damage to the levee, weakening its resilience in times of high water events. The site is also across the road from the City’s Water Purification and Treatment plant. All stakeholders with rights or control of the property see the benefits of remediating these encampments to prevent further environmental degradation and loss of life.

Accelerated Timeline

35. How is your community currently supporting and / or engaging with people residing within the prioritized encampment? (1000-character limit)

The City of Ventura has a rich and robust cross-agency, multi-sector coalition of city and county government, non-profit and faith-based social service providers who assist in providing resources with to the unsheltered residing within our city. Street outreach teams inform people in encampments about the many options available for meals, clothing and connection to general health and mental health care through the broad coalition of social service providers here in the City. The City convenes a monthly sub-committee to our City Council, HOPE & Solutions, that regularly hosts discussion between stakeholders such as city council members, social service providers, faith leaders, concerned community members and persons with lived experience to identify gaps in services and consider and implement solutions for those in encampments as well as the intermittently homeless who are doubled up or living in other places unfit for human habitation besides the encampments.

36. 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)

While waiting for funding, the City will partner with local community agencies to prepare the individuals living in the encampments to move into the non-congregate shelter at the Vagabond Inn. This will include talking to each person to prioritize them for either congregate or non-congregate shelter. Local partners including the Patrol Task Force will make regular visits to the encampment area to assist anyone who would like to downsize their belongings while waiting to move into the non-congregate shelter. Backpack medicine and other providers who are currently working with the members of that community will continue to do so until the move into the Vagabond Inn.

Table 4: Project Timeline

Cal ICH should be able to use the project timeline to understand the general parameters of the project and how it will be implemented.

This Standardized Project Timeline Template will not perfectly capture every nuance - that’s Ok. However, applicants are strongly encouraged to provide incremental milestones for achieving the interim shelter and permanent housing goals set out in the proposal. For projects that include interim shelter and/or permanent

housing development, the timeline should include major development milestones.

Where there is ambiguity, conflict, or silence, use your judgment.

Date	Milestone	Category	Additional Detail for Milestone
6/1/2024	Valentine Rd Phase 1 Renovation Begins	Place	68 units begin renovations at Valentine Rd
7/1/2024	Move-ins to 15 renovated Units	Place	Move-ins begin for prioritized Pathways to Home clients
8/1/2024	Pastuer Drive - Design & Engineering	Project Management	Develop site plans for 30 new construction of 30 units of PSH on site adjacent to Valentine Rd
12/1/2024	Pastuer Drive - Complete Rpoerts & Surveys	Project Management	Complete reports and surveys for mapping. Submit soils, land survey services as required for parcel map, legal descriptions, or other associated survey maps to accommodate the final site layout.
1/1/2025	Pastuer Drive - Finalize Site Plan	Project Management	Finalize placement of units and amenities, ensure plans are complete and ready for submission and comprehensive review.
2/1/2025	Pastuer Drive - Submit Entitlement App	Project Management	Finalize placement of units and amenities, ensure plans are complete and ready for submission and comprehensive review.

3/3/2025	Pastuer Drive - Submit Construction Development Apps	Project Management	Submit appropriate Building-related and Public Works permit applications for review, as appropriate.
4/1/2025	Pastuer Drive - Order Consturction materials	Project Management	Place order for construction-related materials.
7/1/2025	Pastuer Drive Groundbreaking -Site Prep	Place	Construction Begins
1/1/2026	Pastuer Drive - Construction Continues	Place	Continued construction of 30 PSH units
2/2/2026	Order Furnishings	Place	
3/31/2026	Establish Waitlist with Coc	People	Make sure clients are perpared, document ready
7/1/2026	Grand Opening	Place	Construction Complete
7/31/2026	Occupancy	People	Full Ocupancy by end of grant term

Table 5: Projected Milestones

Answer the following questions in relationship to June 30, 2024. Cal ICH assumes disbursement will occur approximately 3-6 months after June 30, 2024.

Please provide responses in the table below including the month and year. (15-character limit for each cell)

Outreach to the people residing in the prioritized encampment site began / will begin in mm/yyyy.	This proposal will reach full operating capacity in mm/yyyy.	The first planned exit of a person or household from the prioritized encampment will occur in mm/yyyy.	The last planned exit of a person or household from the prioritized encampment will occur in mm/yyyy.
09/2024	6/2026	09/2024	06/2025

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

Lee

First

Sherman

Last

This does not have to be an authorized representative or signatory.

Title

Management Analyst II

Email

lsherman@cityofventura.ca.gov

Section: Proposal Outcomes

1. Please provide specific, measurable, achievable, relevant, and time-bound (SMART) outcomes for the project. How will these outcomes be tracked and evaluated?

The goal for each Person Experiencing Homelessness is to connect them with housing using a Housing First approach. This will be achieved by increasing our housing stock for the low and extremely low-income population through the construction of new housing units on the Pasteur Drive site, in addition to the recently renovated La Quinta Inn Homekey project on Valentine Rd. Street outreach staff are currently engaging with encampment residents and enrolling unsheltered people into the HMIS system with referrals to any available resources. This data will be helpful for documenting the length of time people are experiencing homelessness and assist with the data tracking for exits to permanent housing.

By Q1 2026, 15 residents of encampments will be referred and matched to Valentine Road through the Pathways to Home (PTH) coordinated entry system. The Outcomes will be tracked and evaluated through coordination between the case management team for the encampments and the Housing Authority of the City of San Buenaventura (HACSB) case management team. The PTH process includes an Information Sharing Agreement between the residents, HACSB and The City which will allow the city to confirm names of encampment residents who are housed at Valentine Road. HACSB Staff would regularly report on changes in occupancy of households originating from the encampments. All of the updates will be reported in HMIS, including transitions to emergency shelter and exits to permanent housing.

As we measure the placement of clients in the 30 units of newly constructed and available permanent housing on Pasteur Drive, we will track vacancy rates in our shelters as new clients are transitioned in from encampments. These outcomes will be measured by tracking and evaluating the client's progress through the Coordinated Entry System and HMIS in partnership with the Ventura County Continuum of Care.

2. The statement regarding mandatory participation in the Pathways to Home program for all shelter residents is in contradiction of the Housing First approach. Please clarify how the program will balance the needs of individuals who may require additional support or flexibility to achieve housing stability.

All community partners take a Housing First approach to client intake. Pathways to Home is the Ventura County Continuum of Care's Coordinated Entry System and is an equitable method to prioritize clients for permanent housing among our partner agencies working directly with homeless individuals. Pathways to Home includes a client-focused approach to minimize the complexity and challenges associated with accessing multiple programs to avoid or exit homelessness. Service providers within the VC CoC work collaboratively to coordinate services and information with the intent to provide the most effective and efficient client services. Clients are presented to a committee based on their VAT (Vulnerability Assessment Tool) score, length of time experiencing homelessness, and their

severity of needs to determine vulnerability. Each client is prioritized for placement in the most appropriate housing available for their circumstances.

3. **The proposed involvement of the police department to monitor and remove encampments raises concerns about the potential penalization of individuals experiencing homelessness. Please explain how the program will prioritize harm reduction approaches over punitive measures.**

The Ventura Police Department's Patrol Task Force (PTF) was formed to address crime trends and problem areas with the goal of restorative policing and street outreach with people experiencing homelessness. With an emphasis on assistance whenever feasible, patrols provide an opportunity to build positive relationships with those facing homelessness by connecting them to services and making them aware of programs and policies that benefit them. PTF does not penalize or arrest individuals who are experiencing homelessness, however individuals who have active warrants, parole violations or are witnessed committing a crime (selling drugs, possessing stolen goods, prostitution) risk being detained and arrested. The Patrol Task Force works closely with the local street outreach staff, Healthcare for the Homeless, Ventura County Behavioral Health, and One Stop Program to help connect people experiencing homelessness with services, shelter, and housing whenever possible. Also, the County's Backpack Medicine Team works with the Ventura Police Department when outreach is scheduled to offer healthcare services in the field, as well as assessments and referrals to resources.

Section: Centering People

4. **The statement about prioritizing services for those "most able and eligible" raises concerns about potential discrimination against individuals with complex needs. Please explain how the program will ensure equitable access to services for all individuals experiencing homelessness.**

The statement "most able and eligible" simply refers to individuals with the highest Vulnerability Assessment scores as assigned by the Coordinated Entry System, that are also document ready and prepared with a voucher or income source so they can immediately be placed in housing. Far from being discriminating, on the contrary, this system prioritizes housing for individuals with complex needs and connects them with the highest levels of care and help they can attain.

5. **For individuals who may be "service-resistant," what specific strategies will be implemented to understand their needs and barriers, and to provide accommodations?**

Social service providers and PTF continue to provide outreach and access to services such as Backpack Medicine and the One-Stop program to meet general health and safety needs while they remain outdoors and continue to work with case management to find other transitional housing that is more comfortable. Also, behavioral health staff provide outreach in the field to offer support to those with mental health and/or substance use disorders.

- 6. Given that not all individuals in the encampments are expected to be housed by the end of year two, please outline a strategy for the closure and removing of encampment as planned in the proposal. How will the program ensure that the rights and needs of all individuals are protected during this process?**

Due to the increase in the number of permanent supportive housing units in the City of Ventura we are moving individuals off the streets and out of the shelters at an increased rate. This has freed up more space in our emergency shelter programs such as the ARCH Shelter and National Health Foundation's Recuperative Care Program. Housing navigators are provided by both service providers to clients exiting homelessness in the river bottom and other encampments. Our increased capacity for transitional/bridge housing will provide reasonable accommodations for these individuals as they await the construction of new affordable housing or placement in an already existing program. This transitional/bridge housing will include case management to assist clients with documentation needed for permanent supportive housing. Encampments will be provided notice when clean up efforts are scheduled and any unhoused residents will be offered relocation with a connection to housing navigators and case managers. Encampment removal will be a gradual process; as people are connected to services and relocated to a safe, dignified shelter or housing, the vacated camps will be removed and PTF will monitor the site frequently to ensure any new encampments are temporary with services offered.

	ELIGIBLE USE CATEGORY	~5 WORD DESCRIPTION	NAME OF ENTITY OR PART OF PROPOSAL				ERF-3-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 community's official project budget. Any future changes to this budget must be authorized through the change request process.	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-3-R Funds	Non ERF-3-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			
	Street Outreach	Connect PEH to services, documentation	VC HSA	75,000.00	2.00	24		300,000.00	City of Ventura
	Street Outreach	Connect PEH to Mental health, substance treat	Patrol Task Force	145,000.00	4.00	24		1,600,000.00	City of Ventura
	Services Coordination	Enviro remediation of Encampment	Woods Services	50,000.00	5.00	24		500,000.00	City of Ventura
Subtotal - Personnel Costs							\$	-	\$ 2,400,000.00
NON-PERSONNEL COSTS				UNIT	RATE	TIME			
	Interim Sheltering	ARCH Shelter	Mercy House	55 \$	1,875,000.00	Per year		\$ 3,750,000.00	City of Ventura
	Interim Sheltering	Non-congregate PRK rooms	Vagabond Inn	20 \$	2,000.00	Per night	730,000.00		ERF Funds
	Prevention and Diversion	Homelessness Prevention and Diversion Progr	Subrecipient	50 \$	320,000.00	Per Year		\$ 640,000.00	City of Ventura / HHAP
	Improvements to Existing Emergency Shelters	Expansion of Foul Weather Shelter to 40 beds	City of Ventura	40 \$	180,000.00	Per Year	180,000.00	\$ 180,000.00	City of Ventura / Measure O
	Operating Subsidies	Valentine Rd Apts	HACSB	15 \$	1,369,000.00	Per Year		\$ 2,738,000.00	City of Ventura HOME-ARP
	Delivery of Permanent Housing	Pasteur Dr	HACSB	30 \$	366,666.66	Two Years	11,000,000.00		ERF Funds
	Delivery of Permanent Housing	Pasteur Dr	HACSB	30 \$	400,692.00	Two Years		12,020,779.00	Limited Partner
Subtotal - Non-Personnel Costs							\$	11,910,000.00	\$ 19,328,779.00
ADMINISTRATIVE COSTS									
Subtotal - Administrative Costs							\$	-	\$ -
TOTAL BUDGET							\$	11,910,000.00	\$ 21,728,779.00

May 10, 2024

California Interagency Council on Homelessness
Business, Consumer Services and Housing Agency
500 Capitol Mall, Suite 1850
Sacramento, CA 95814

Re: Support for Encampment Resolution Funding (ERF) Grant Proposal

The Ventura County Continuum of Care (VC CoC) offers this letter of support for the City of San Buenaventura's (Ventura) ERF project funding application. The proposed project will provide a pathway to permanent housing for our unsheltered encampment residents, in partnership with the VC CoC and Housing Authority of San Buenaventura.

The City of Ventura recently partnered with our VC CoC as a grant subrecipient for homelessness prevention funds through the State Homeless Housing Assistance and Prevention (HHAP) grant. The City also provides funds through cost sharing agreements with the County of Ventura to support a local 55-bed emergency shelter and one full time street outreach case manager to help connect people to the Coordinated Entry System for permanent housing options.

This ERF project would provide new permanent housing units as well as interim non-congregate shelter beds to those living in the priority encampments. Case management, housing navigation and other supportive services will be leveraged by the County of Ventura through the Human Services Agency Homeless Services Program and Health Care Agency's Whole Person Care team. These County agencies regularly provide services to the priority encampments through Backpack Medicine and Street Outreach. The VC CoC supports the City of Ventura's proposal and respectfully asks that you consider funding this critical project.

Sincerely,

Jennifer Harkey

Jennifer Harkey
VC CoC Program Director
805-658-4342
Jennifer.Harkey@ventura.org

Dawn Dyer

Dyer Sheehan Group
Chair of the Board

Manuel Minjares

County of Ventura District 3
Vice Chair of the Board

Kevin Clerici

Downtown Ventura Partners

Paul Drevenstedt

Ventura County Public
Defender's Office

Jack Edelstein

Community Advocate

Juliana Gallardo

People's Self-Help Housing

Stefany Gonzalez

United Way of Ventura County
Lived Expertise

Ingrid Hardy

City of Thousand Oaks

Dr. Sevet Johnson

County of Ventura

Mara Malch

City of Simi Valley

Michael Nigh

Area Housing Authority of
Ventura County

Pauline Preciado

Gold Coast Health Plan

Emilio Ramirez

Oxnard Housing Department

From the Office of Mayor Joe Schroeder

jschroeder@cityofventura.ca.gov • (805) 654-7827



May 10, 2024

California Interagency Council on Homelessness
Encampment Resolution Funding Program
801 Capitol Mall, Suite 601
Sacramento, CA 95814

Re: City of San Buenaventura – Letter of Support
Encampment Resolution Funding-Round 3-R (ERF-3-R) Application

Dear California Interagency Council on Homelessness:

As the Mayor of the City of San Buenaventura (Ventura), I offer this letter of support for the City's application for Encampment Resolution Funding-Round 3-R (ERF-3-R) to address persistent encampments and assist individuals and families currently experiencing homelessness within the community.

The City's goal is to connect individuals and families experiencing homelessness with necessary resources and services, including the Pathways to Home Program and the Ventura County Continuum of Care's Coordinated Entry System, and I am excited about the cross-agency, multi-sector response to this ongoing crisis. This proposal convenes social service organizations, law enforcement, and housing providers in a Housing First approach to connect individuals and families experiencing homelessness to interim shelter with a clear pathway to permanent housing.

The funding that the City requests will allow these agencies and organizations to expand their capacity to assist this population through increases in interim shelter beds, personnel, support, and additional outreach to those in need. The timing of this application is optimal as recent storms have damaged and flooded several encampments in the proposed project areas, pushing individuals and families experiencing homelessness into more dangerous and visible locations.

The City's funded Homeless Services Social Worker through the Ventura County Human Services Agency has already engaged with these individuals and families to provide them with multiple options to ensure that their transition from encampments to permanent housing is easy and successful.

Once again, I am excited about this opportunity, and we are the right City to pull together various partners and stakeholders to accomplish these goals.

Regards,

A handwritten signature in black ink that reads "Joe Schroeder". The signature is written in a cursive, flowing style.

Joe Schroeder
Mayor, City of Ventura



VENTURA POLICE DEPARTMENT

Protect, serve, and problem-solve with our community

California Interagency Council on Homelessness
Encampment Resolution Funding Program
801 Capitol Mall, Suite 601
Sacramento, CA 95814

DARIN SCHINDLER
Chief of Police

DAVID DICKEY
Assistant Chief

RICK MURRAY
Assistant Chief

Re: City of San Buenaventura – Letter of Support
Encampment Resolution Funding-Round 3-R (ERF-3-R) Application

Dear California Interagency Council on Homelessness:

As the Police Chief of the City of San Buenaventura (Ventura), I offer this letter of support for the City's application for Encampment Resolution Funding-Round 3-R (ERF-3-R) to address persistent encampments and assist individuals and families currently experiencing homelessness within the community.

The City's goal is to connect individuals and families experiencing homelessness with necessary resources and services, including the Pathways to Home Program and the Ventura County Continuum of Care's Coordinated Entry System, and I am excited about the cross-agency, multi-sector response to this ongoing crisis. This proposal convenes social service organizations, law enforcement, and housing providers in a Housing First approach to connect individuals and families experiencing homelessness to interim shelter with a clear pathway to permanent housing.

The funding that the City requests will allow these agencies and organizations to expand their capacity to assist this population through increases in interim shelter beds, personnel, support, and additional outreach to those in need. The timing of this application is optimal as recent storms have damaged and flooded several encampments in the proposed project areas, pushing individuals and families experiencing homelessness into more dangerous and visible locations.

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Once again, I am excited about this opportunity, and we are the right City to pull together various partners and stakeholders to accomplish these goals.

Regards,

Darin Schindler
Police Chief, City of Ventura



HOUSING AUTHORITY of the CITY OF SAN BUENAVENTURA

Denise M Wise
CHIEF EXECUTIVE OFFICER

**BOARD OF
COMMISSIONERS**

John Polansky
CHAIR
Jim White
VICE CHAIR

Barbara Keller
Selfa Saucedo
Katherine Simonson

Karol Schulkin
Diana Sparagna

May 9, 2024

California Interagency Council On Homelessness
Encampment Resolution Funding Program
801 Capitol Mall, Suite 601
Sacramento, CA 95814

Re: Support Letter for the City of Ventura
Encampment Resolution Funding Program Application

Dear California, Interagency Council on Homelessness:

The Housing Authority of the City of San Buenaventura (HACSB) fully supports the City of Ventura's application for ERF funding to address and manage our city's unsheltered population residing in encampments in our city's watersheds and right-of-ways. We endorse the City's efforts to connect people experiencing homelessness to the Pathways to Home program, the Ventura County Continuum of Care Coordinated Entry System, and are pleased to be a part of their cross-agency, multi-sector response to this ongoing crisis.

This proposal convenes social service organizations, law enforcement, and housing providers in a Housing First approach to connecting people experiencing homelessness to interim shelter with clear pathways to permanent housing. This proposal aligns perfectly with HACSB's efforts to expand housing opportunities for unhoused individuals and families in the City of Ventura. The HACSB recently purchased a 142-room hotel under the Homekey program which it will convert to 134 Permanent Supportive Housing apartments. The site is located near many priority areas. The residents will be referred through the coordinated entry system and we many will be encampment residents.

Once again, we are excited to be part of the effort and know that the City of Ventura is the right organization to pull together the various partners and stakeholders needed to accomplish these goals.

Please contact me if you have any questions at (805) 648-5008 or email at jlambert@hacityventura.org.

Sincerely,


Jeffrey Lambert
Chief Executive Officer



MAIN OFFICE
995 Riverside St
Ventura CA 93001

Phone/Fax
(805) 648-5008
(805) 643-7984

SECTION 8
1122 Snapdragon St
Ventura CA 93004

Phone/Fax
(805) 647-5990
(805) 647-4691

TDD/TDY
ENG: 1-800-735-2929
ESP: 1-800-855-3000

California Department of Transportation

CALTRANS DISTRICT 7 MAINTENANCE
100 S. MAIN ST.
LOS ANGELES, CA 90012
www.dot.ca.gov



May 24, 2024

Jeannie McKendry
Grants Development Section Chief
California Interagency Council on Homelessness
801 Capitol Mall, Suite 601
Sacramento, CA 95814
calich@bcsh.ca.gov

Subject: Letter of Support for City of Ventura's Application for Funding through the
Encampment Resolution Funding Program (ERF-3R)

Dear Chief McKendry:

On behalf of the California Department of Transportation (Caltrans) I want to express our partnership with the City of Ventura's application to the Encampment Resolution Program. We are supportive of City of Ventura's decision to focus their effort on housing an anticipated 45 people in Permanent Supportive Units through motel conversion (15 units) and new construction (30 units). This proposal seeks to immediately decrease the number of individuals experiencing homelessness in City of Ventura by expecting to move 45 people into permanent housing by the end of the grant period.

In recent years City of Ventura has experienced a surge of encampments, particularly along the 33, 101, and 126 Freeways. Caltrans has removed 24 encampments in City of Ventura over the last Calendar Year. We often see Persons Experiencing Homelessness returning to encampments after the conclusion of removal operations. For the last three years, City of Ventura and Caltrans have held bimonthly Encampment Partnership Meetings and coordinated joint outreach efforts. ERF funds will be used to subsidize permanent housing crucially needed in City of Ventura. Persons Experiencing Homelessness on State Right-of-Way would be eligible for the Permanent Supportive Housing in City of Ventura's application.

We are eager to partner with City of Ventura to serve their unhoused community members. I fully support City of Ventura's application for the State of California Encampment Resolution Funding Grant. These State resources will be instrumental in serving Persons Experiencing Homelessness in City of Ventura with dignity in moving them into permanent housing. If additional information is needed, please contact Charles Isaac at (323) 303-9225.

Sincerely,

Godson Okereke

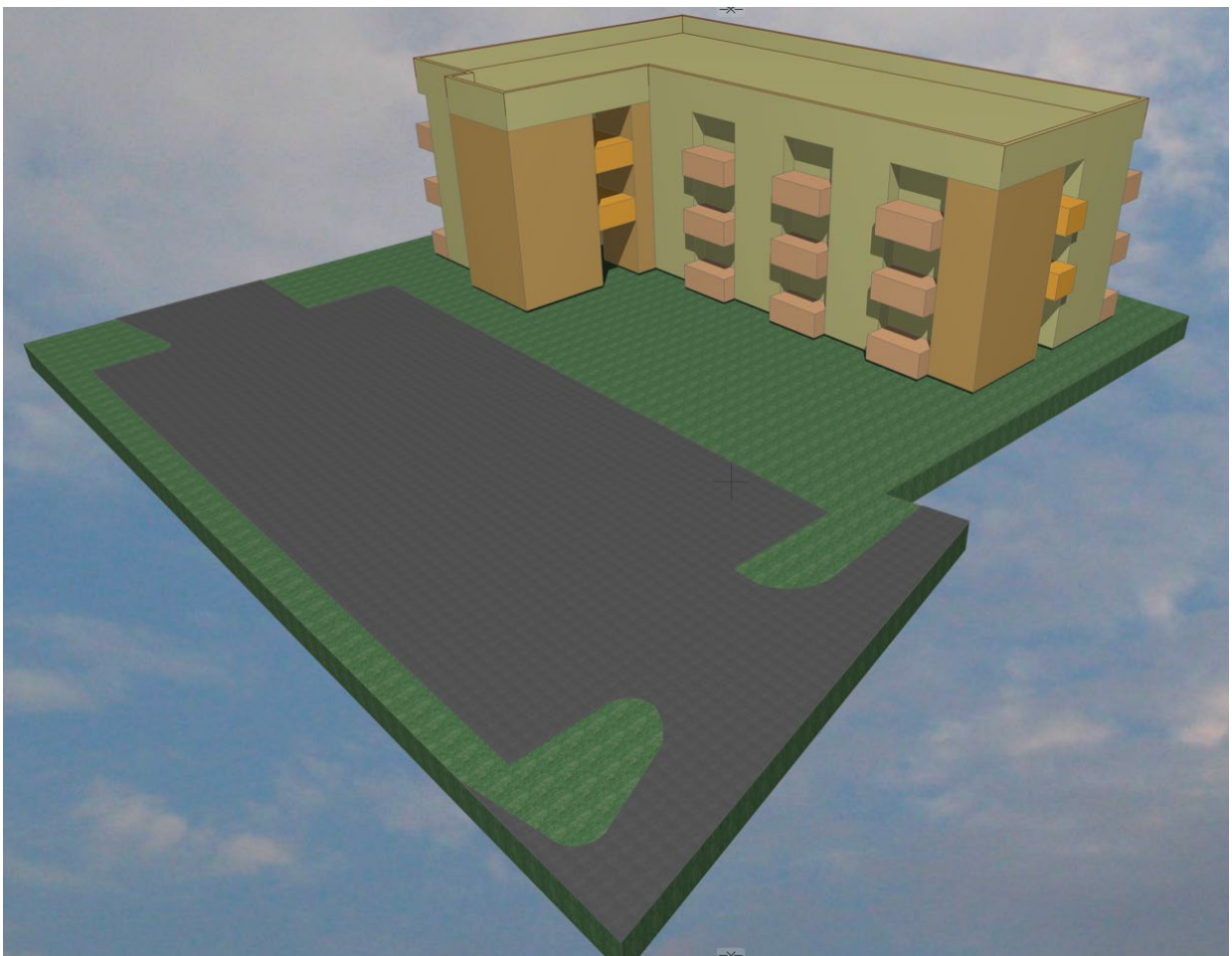
Godson Okereke
Deputy District Director, Caltrans District 7

Chief Jeannie McKendry
April 25, 2024
Page 2

godson.okereke@dot.ca.gov
(213) 817-2087

Signature: 
Godson Okereke (May 28, 2024 11:07 PDT)
Email: godson.okereke@dot.ca.gov





Pasteur Drive, Ventura

Sponsor: HACSB
Version: 9%, prevailing wage
Updated: 4/24/2024

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Sources of Funds

Sources of Funds

Permanent	Amount	Int. Rate	Term (Y)	Comments
Permanent Loan		6.00%	35	
ERF	11,000,000	AFR	55	
AHP	-			
Deferred Developer Fee				
Deferred Impact Fees	600,000			
Capital Contributions		Credit Pricing		0.92
General Partner	-	Credit pricing (net for TCAC ap)		?
Limited Partner	12,020,779			
Total Sources	23,620,779			
Total Permanent Uses	23,620,780			
Surplus/(Shortfall)	(1)			

Construction	Amount	Int. Rate	Term (M)
Construction Loan	18,910,697	5.00%	18
ERF	-		
0	-		
AHP	-		
Deferred Costs	2,305,827		
Deferred Developer Fee			
Capital Contributions			
General Partner	100		
Limited Partner	2,404,156		
Total Sources	23,620,780		
Total Construction Uses	23,620,780		
Surplus/(Shortfall)	-		

Costs Deferred Until Permanent Loan Conversion

Capitalized Operating Reserve	108,000
Permanent Lender Fee	
Perm Legal	-
Permanent Title/Recording/Escrow	-
Audit/Cost Certification	20,000
Developer Fee	2,177,827
Total	2,305,827

Developer Fee Pay-In Schedule

Construction Closing	100,000
Construction Completion	-
100% Lease-up	-
Permanent Conversion	2,077,827
8609/Tax Filing	100,000
Deferred	-
Total	2,277,827

Interest Rate Stack

	Construction	Permanent
30-day LIBOR/10 Y Treasury	2.100%	2.847%
Bank Spread	2.000%	2.500%
Issuer	0.000%	0.050%
Cushion	0.900%	0.600%
Total	5.00%	6.00%

Major Assumptions:

Land Valued Per Acre	\$ 1,000,000
Total Purchase Price	\$ 920,000
Residential as % of Total	100%
Future Rents at % of FMR	110%
Rooms Halved to Create Studios	

Pasteur Drive, Ventura

B. Uses

Based on TCAC 2016 9% Application

IV. SOURCES AND USES BUDGET - SECTION 1: SOURCES AND USES BUDGET

	TOTAL PROJECT COST	RES. COST	Residential Cost Per Apartment	COM'L. COST	70% PVC for New Const/Rehab	30% PVC for Acquisition
LAND COST/ACQUISITION						
¹ Land Cost or Value	\$920,000	\$920,000		\$0		
² Demolition	\$0					
Legal	\$5,000	\$5,000		\$0		
Title/Recording/Escrow Acquisition	\$20,000	\$20,000		\$0		
Land Lease Rent Prepayment	\$0					
¹ Total Land Cost or Value	\$945,000	\$945,000		\$0		
Existing Improvements Value				\$0		\$0
² Off-Site Improvements	\$0				\$ -	
Total Acquisition Cost	\$0	\$0		\$0		\$0
Total Land Cost / Acquisition Cost	\$945,000	\$945,000		\$0		
Acquisition Loan Interest & Fees	\$0					
Predevelopment Interest/Holding Cost	\$0				\$ -	
Assumed, Accrued Interest on Existing Debt (Rehab/Acq)	\$0				\$ -	
Other: (Specify)	\$0				\$ -	
REHABILITATION						
Site Work	\$0				\$ -	
Structures	\$0	\$0			\$ -	
General Requirements	\$0				\$ -	
Contractor Overhead	\$0				\$ -	
Contractor Profit	\$0				\$ -	
Prevailing Wages	\$0				\$ -	
General Liability Insurance	\$0				\$ -	
Other: (Specify)	\$0				\$ -	
Total Rehabilitation Costs	\$0	\$0		\$0	\$ -	\$0
Total Relocation Expenses	\$0				\$ -	
NEW CONSTRUCTION						
Site Work	\$0	\$0			\$ -	
Structures	\$12,705,660	\$12,705,660			\$ 12,705,660	
General Requirements	\$0				\$ -	
Contractor Overhead	\$0				\$ -	
Contractor Profit	\$0				\$ -	
Prevailing Wages	\$0				\$ -	
General Liability Insurance	\$0				\$ -	
Other: (Specify)	\$0				\$ -	
Total New Construction Costs	\$12,705,660	\$12,705,660		\$0	\$ 12,705,660	\$0
ARCHITECTURAL FEES						
Design	\$762,340	\$762,340			\$ 762,340	
Supervision	\$0				\$ -	
Architect Reimbursables	\$7,623	\$7,623		\$0	\$ 7,623	
Total Architectural Costs (inc. Landscape, MEP, Structural)	\$769,963	\$769,963		\$0	\$ 769,963	\$0
Total Survey & Engineering	\$0				\$ -	
CONSTRUCTION INTEREST & FEES						
Construction Loan Interest	\$850,981	\$850,981			680,785	
Origination Fee	\$189,107	\$189,107			\$ 189,107	
Credit Enhancement/Application Fee	\$0				\$ -	
Bond Premium	\$0				\$ -	
Title & Recording	\$0				\$ -	
Taxes	\$0				\$ -	
Insurance	\$0				\$ -	
Other: Construction Loan Expenses	\$0				\$ -	
Other: (Specify)	\$0				\$ -	
Total Construction Interest & Fees	\$1,040,088	\$1,040,088		\$0	\$ 869,892	\$0
PERMANENT FINANCING						
Loan Origination Fee	-\$11,804	-\$11,804				
Credit Enhancement/Application Fee	\$0					
Title & Recording	\$0					
Taxes	\$0					
Insurance	\$0					

Loan calculations A9
LC 10*LC8

Other: (Specify)	\$0					
Other: (Specify)	\$0					
Total Permanent Financing Costs	-\$11,804	-\$11,804		\$0		
Subtotals Forward	\$15,448,907	\$15,448,907		\$0	\$ 14,345,515	\$0
LEGAL FEES						
Lender Legal Paid by Applicant	\$100,000	\$100,000			\$ 100,000	
Other: Bond Financing Legal (Con.)	\$0				\$ -	
Other: Permanent Close	\$0					
Other: Predevelopment	\$0				\$ -	
Total Attorney Costs	\$100,000	\$100,000		\$0	\$ 100,000	\$0
RESERVES						
Rent Reserves	\$0					
Capitalized Rent Reserves	\$0					
Required Capitalized Replacement Reserve	\$0					
3-Month Operating Reserve	\$108,000	\$108,000				
COSR	\$4,579,481	\$4,579,481				
Total Reserve Costs	\$4,687,481	\$4,687,481		\$0		
APPRAISAL						
Total Appraisal Costs	\$20,000	\$20,000		\$0	\$ 20,000	
Total Contingency Cost (Hard cost)	\$0	\$0		\$0	\$ -	
OTHER PROJECT COSTS						
TCAC App/Allocation/Monitoring Fees	\$66,564	\$66,564				
Environmental Audit	\$30,000	\$30,000		\$0	\$ 30,000	
Local Development Impact Fees	\$600,000	\$600,000			\$ 600,000	
Permit Processing Fees	\$0	\$0			\$ -	
Capital Fees	\$0				\$ -	
Marketing	\$30,000	\$30,000				
Furnishings	\$30,000	\$30,000			\$ 30,000	
Market Study	\$0				\$ -	
Accounting/Reimbursables	\$20,000	\$20,000		\$0	\$ 20,000	
Soft Cost Contingency	\$40,000	\$40,000		\$0	\$ 40,000	
Other: Relocation	\$165,000	\$165,000				
Other: Construction Manager (3rd Party)	\$0				\$ -	
Other: Prevailing Wage Monitoring	\$0				\$ -	
Other: Organizational Costs (Admin.)	\$0				\$ -	
Other: Inspections/Monitoring/Utility Fees	\$0				\$ -	
Other: Other Consultants	\$0				\$ -	
Total Other Costs	\$981,564	\$981,564		\$0	\$ 720,000	\$0
SUBTOTAL PROJECT COST	\$21,237,952	\$21,237,952		\$0	\$ 15,185,515	\$0
DEVELOPER COSTS						
Developer Overhead/Profit	\$2,277,827	\$ 2,277,827			\$ 2,277,827	
Consultant/Processing Agent	\$0					
Project Administration	\$0					
Broker Fees Paid to a Related Party	\$0					
Construction Oversight by Developer	\$0					
Other: (Specify)	\$0	\$0			\$ -	\$0
Total Developer Costs	\$2,277,827	\$2,277,827		\$0	\$ 2,277,827	\$0
TOTAL PROJECT COST	\$23,515,780	\$23,515,780		\$0	\$ 17,463,342	\$0
Note: Syndication Costs may not be included as a project cost. Calculate Maximum Developer Fee using the eligible basis subtotals. DOUBLE CHECK AGAINST PERMANENT FINANCING TOTALS:					\$ 17,463,342	\$0

formula

¹ Required: evidence of land value (see Tab 1). TCAC will not accept a budget with a nominal land value. Please refer to TCAC Regulations and the application checklist for additional information and guidance. Land value must be included in Total Project Cost and Sources and Uses Budget (including donated or leased land).

² Required: include a detailed explanation of *Demolition* and *Offsite Improvements* requirements as well as a cost breakdown in Attachment 12, Construction and Design Description.

SYNDICATION (Investor & General Partner)

Organizational Fee	\$7,500
Bridge Loan Fees/Exp.	
Legal Fees	\$50,000
Consultant Fees	\$47,500
Accountant Fees	
Tax Opinion	
Other	

Total Syndication Costs \$105,000

Grand Total Project Cost \$23,620,780

Notes:

Not included in TCAC

Maximum Developer Fee Calculation

	Con.	Acq	Total
Maximum Potential TCAC Fee (9%) Per Limits	2,800,000		2,800,000
Maximum Potential TCAC Fee (per basis 15%)	2,277,827		2,277,827
Max Fee Per MHP			-
Max Fee Per TCAC Application			-
Total Net Fee	2,277,827		2,277,827
Note: Max \$1.4M in basis for 9%			

PRELIMINARY SERVICE PLAN

(Valentine Road Apartments)

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II. SUPPORTIVE SERVICES PLAN

A. Supportive Services Provider Information:

1. Housing Authority of the City of San Buenaventura (HACSB)
Provider will serve all residents at Valentine Road LP. Services Provider will offer case management, peer support activities, service coordination for mental health and substance abuse services, and physical health services, benefits counseling, and advocacy. basic housing retention skills in upkeep, maintenance, laundry, and money management, recreational and social activities, referrals to educational and skill-building services, referrals to employment services and job training, digital literacy with free internet, financial literacy and savings programs, and referrals to transportation.
2. Ventura County Behavioral Health (VCBH)
Provider will serve all residents with behavioral health issues who are clients of VCBH. Services Provider will offer mental health services, including psychotherapy and substance abuse counseling.
3. VACE (Ventura Adult & Continuing Education)
Provider will serve all residents with educational needs GED, ESL, and other educational services.
4. Ventura County Area Agency on Aging
Provider will serve all residents. Services Provider will offer benefits related needs, health and wellness resources and programs, nutrition and exercise programs, and County resources for seniors.
5. Non-Profit partners
(Salvation Army, CityKidz, Everyday Progress in Character (EPIC) Services Provider will offer support and mentoring programs, food and clothing banks, maintaining housing support, community-building, recreational activities, and sport.
6. VC Library, EveryoneON, Cause Impacts
Providers will serve all residents. Services Providers will offer digital literacy, including access to devices and mobile library.
7. Ventura Police Department, K9 Unit
Provider will serve all residents. Services Provider will offer community safety initiatives and attend resident meetings.

B. Resident Services Providers

1. Case Management

Service Description: Case management will be performed by Case Managers to assist in creating individualized service plans with residents based on an assessment and provide support to the residents in accomplishing their goals. Case managers will coordinate with any other service providers, advocate for residents to meet their Supportive Service needs, ensure access to medical and mental and emotional health services, promote resident safety, refer to substance abuse services, training and employment services, and crisis management and interventions. Depending on their education and experience, case managers may also teach housing retention skills and provide support for obtaining income assistance or other longer-term housing subsidies. Case management will be provided at a minimum at the following ratios:

- a. Chronically homeless, not exceeding 20 to 1
- b. Homeless persons with disabilities, not exceeding 25 to 1
- c. Other special needs populations, including persons at risk of homelessness, not exceeding 40 to 1

The project will serve 34 Chronically Homeless residents. The project plans to serve 37 Homeless Persons who are clients of Ventura County Behavioral Health (VCBH); VCBH will provide 2 FTE Case Managers, a ratio of 20 to 1. Case Management will be provided by a minimum of 1.55 Full Time Equivalent (FTE) HACSB staff for chronically homeless individuals. The balance of residents will be persons at risk of homelessness who may have other special needs. They will receive case management services by a minimum of 1.525 FTE HACSB staff. All Residents will have access to the 6 Case Management Staff during business hours, or after hours as may be required. All 6 Case Management Staff will conduct themselves in accordance with the principles of Housing First and will be based at the Valentine Road site equipped with offices and equipment to provide services as needed.

Persons who are referred through the Coordinated Entry System will have additional Case Management, including by Ventura County Human Services Agency (VCHSA) Homeless Services, Turning Point, Salvation Army, and others. These Case Managers will have access to offices or conference rooms to meet with residents on site. The current plan for case management scheduling includes 7 days per week with 7 a.m. to 11 p.m. hours. Case managers will offer scheduled meetings a minimum of weekly with their resident-clients and will be available,

as needed or requested, on a regular basis according to their individual full-time schedules.

For clarity and communication and innovative strategies, case managers and service coordinators from HACSB, Ventura County Behavioral Health and other service providers will meet regularly, at least monthly, to coordinate care.

On-site Supportive Services case managers will assess residents' skills and goals at intake and encourage all residents to participate in educational and employment services. The goals of these services are to increase education levels, skill levels, and find employment all geared towards increasing the resident's income. Additionally, clients will be asked to provide written verification of current income and assets to help with goal planning and housing stability support. Supportive Services will provide assistance to all residents in obtaining or maintaining benefits and income, and in solving problems related to county, state, and federal benefits programs.

Residents will be provided with assistance in identifying, applying for, and establishing appointments with available services such as food programs, medical clinics, in-home support, and transportation services.

Residents will also receive support in identifying and accessing services available within the community that meet specific needs or support progress toward identified goals. This may include providing information about services, calling to help establish appointments, assisting with the completion of applications, helping with appointment reminders, following up/checking in with clients regarding the process, and, as necessary, re-referral.

The on-site supportive services will identify residents and their children with unmet behavioral health needs that are impacting their ability to be stably housed. Supportive Services staff will collaborate with property management to identify clients who have not been seen or have shown signs of concern to staff on at least a weekly basis. Outreach efforts will be used to contact and check in with these residents.

Supportive services and case management will be provided/offered at least weekly for all residents, then continued weekly for chronically homeless and homeless. Assessments and service plans and resident willingness and resident goals will determine individual frequency of services. Services will be available on-site at Valentine Road from by either HACSB or VCBH or both. 7 a.m. to 11 p.m.

2. Peer Support Activities

Service Description: Peer support activities, including 24/7 telephone, online, or in-person support will be available through a variety of means, including VCBH programs, the case management staff's organized peer support gatherings, and by groups such as CityKidz, Everyday Progress in Character (EPIC), and A Friend in Deed. HACSB currently works with these providers at other locations. Their programs are supportive and needs-based and provided to individuals and/or families; they coordinate peer support groups and mentoring. Out of hours resources will be made readily available to Valentine Road residents. A Friend In Deed currently has "warmline" available for peer support. Ventura County Behavioral Health has multiple confidential, toll free, 24/7 hotlines.

HACSB has included a part-time on-site security contract for after-hours in the operating budget.

3. Mental Health Care

Service Description: Mental health care, such as psychological and emotional assessments, crisis counseling, individual and group therapy, and peer support groups will primarily be provided by Ventura County Behavioral Health (VCBH). In addition to other significant operational funding, VCBH has committed 2 FTE onsite case managers to Valentine Road LP. Additional providers will be brought in as community and resident needs are identified. The onsite Case Management team will inform this process via individual assessments and weekly wellness workshops. Out of hours services will be provided by primary, secondary, and tertiary care providers (clinics, hospitals, police, general practitioners).

VC Behavioral Health and HACSB Case Managers will engage other subject matter experts will be engaged where necessary (youth services, LGBTQ+, Domestic Violence as examples).

4. Substance Use Services

Service Description: Substance use services, such as counseling, treatment, relapse prevention, and peer support groups will be provided in the form of onsite and offsite case management, workshops, and support groups through the Ventura County Health Care Agency. Their services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of residents' lives, where participants are engaged in nonjudgmental communication regarding drug and alcohol use, and where residents are offered

education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the resident so chooses.

5. Behavioral Health Services

Service Description: Behavioral Health Services will be provided primarily by Ventura County Behavioral Health, HACSB's primary Supportive Services provider. Supportive Services for persons with co-occurring mental and physical disabilities or co-occurring mental and substance use disorders not listed above will be coordinated by the HACSB case managers and service coordinators. This will require the most experienced and thoughtful staff to support Ventura County Behavioral Health, the primary service provider in these instances, in ensuring coordination with any other service providers that may be important for the resident.

6. Physical Health Services

Service Description: Support in linking to physical health care, including access to routine and preventive health and dental care, medication management, and wellness services will be conducted by case managers and service coordinators. These services primarily will be delivered by Ventura County Whole Person Care, Ventura County Health Care Agency, and Ventura County Public Health, all of whom currently work with HACSB at other locations. Check-ins and information shared by case managers at weekly individual or group meetings will help identify residents that may desire services. Each of these County agencies has an existing relationship with property management and case management teams at HACSB. For some other locations, current MOUs are already in effect.

Frequency: Exercise class series (6-12 weeks) ongoing; Monthly Health & Wellness workshops; referrals as needed based on case manager weekly meetings with residents. HACSB also provides weekly access to fresh produce onsite, food and clothing pantries.

7. Assistance Obtaining Benefits and Essential Documentation

Service Description: Benefits counseling and advocacy for services, including assistance in accessing SSI/SSP, and enrolling in Medi-Cal will be provided by experienced Case Management staff and Ventura County Area Agency on Aging (VCAAA) who have dedicated and experienced staff in these fields. If on-site case managers need additional support for a resident, they will coordinate a referral to the best provider. The initial assessment by a case manager will provide the baseline formation on needed and potentially eligible benefits and this area will be a consistent component of regular resident check-ins.

HACSB case management has teamed up with VCAAA to be able to directly assist residents in applying for MediCal and other benefits.

8. Education and Employment Services

Service Description: Recreational and social activities will be offered and coordinated by HACSB staff. HACSB has long-standing and strong partnerships with an eclectic array of providers that can deliver onsite community building activities (art & craft, game and movie afternoons, community garden programs, walking and exercise workshop series, and more). Social and recreational activities are offered at each of the existing 15 properties managed by HACSB.

Educational and skill-building services including assessment, GED, school enrollment, assistance accessing higher education benefits and grants, and assistance in obtaining reasonable accommodations in the education process primarily will be coordinated through HACSB's partnerships with Ventura College, Ventura Unified School District (VUSD), Ventura Adult & Continuing Education (VACE), and the Ventura County Workforce Development Board (WIOA). If residents are interested, several organizations will provide onsite services as they do at other HACSB locations. Transportation support can be provided to residents who wish to attend offsite programs.

Recreational activities will be offered weekly. Skill-building and employment sessions will be offered at least monthly.; Scheduled sessions would be identified during the day AM or PM dependent upon resident preferences/availability.

9. Other Services

Service Description: Basic housing retention skills (such as unit maintenance and upkeep, cooking, laundry, and money management) will be available through ongoing workshops and resources provided by CityKidz, a group currently working with formerly homeless residents at another HACSB property, in collaboration with Property Management and HACSB's Community Services Department. Financial literacy and money management services will be provided through HACSB's Family Self-Sufficiency (FSS) program in collaboration with financial partners such as Montecito Bank & Trust and Ventura County Credit Union. Workshops on various topics will be offered weekly on a rotating basis for entertaining group discussions as well as individual support as needed to meet health and safety standards and pay rent on time.

10. Digital Literacy

Service Description: HACSB participates in and is a 2018 cohort partner with ConnectHomeUSA and EveryoneON who provide ongoing and advanced programs to support digital literacy and connectivity.

Valentine Road LP will have free full internet access for all residents. This service will allow residents to maintain personal contact with family, friends, and service providers, offer opportunities for online banking, remote learning, and access to healthcare appointments and telehealth.

At a minimum, monthly workshops with a class series of 6 consecutive weeks will be available online and in-person at hours to suit resident needs with generally 1.5/2-hour sessions through HACSB's ROSS Coordinator; EveryoneON, Ventura Adult & Continuing Education (VACE), Ventura County Public Library, or Cause Impacts with Ventura County Office of Education.

11. Financial Literacy

Service Description: Financial literacy. HACSB has an established and strong Family Self-Sufficiency (FSS) program with monthly financial literacy programs provided by our financial institution partners. This program allows individuals and families to learn about basic money management and also teaches participants about savings and asset-building for future personal and professional development.

Monthly workshops will be offered generally 6-7pm to facilitate access out of work hours.

C. Supportive Services Coordination:

Most services will be provided on site at Valentine Road. The property is at the corner of an intersection offering direct public bus service. For many services offered through Ventura County, offices are within a few blocks which will be walkable for many Valentine Road residents. Groceries, drug stores and sundries are nearby.

Where a service is not available onsite, HACSB will explore all options to provide transportation services to facilitate access to nearby programs. Some of these include the Gold Coast Transit ACCESS Van program, VCAAA Elder help free transportation and the transportation offered by other service providers. Finally, HACSB has direct transportation available at some scheduled times of the week with HACSB vehicles.

Supportive Services for Valentine Road will be provided by four FTE HACSB staff and two FTE Ventura County Behavioral Health staff. In addition to these dedicated positions, HACSB's Community Services Department includes 8 other case managers and service coordinators who would be available as needed and will participate in the monthly case management meetings and care coordination planning.

Therefore, Valentine Road LP will have 6 full-time dedicated case managers and service coordinators. As a result, Valentine Road will exceed the minimum staff required of Chronically Homeless, services staffing ratio not exceeding 20 to 1; Homeless persons with disabilities, services staffing ratio not exceeding 25 to 1; and At-risk of Homelessness staffing ratio not exceeding 40 to 1.

Case management and service coordination staff are managed by the HACSB Deputy Director of Community Services who reports directly to the HACSB CEO.

Property Management will have two property managers, two onsite resident property managers and at least one full-time maintenance technician. As with Supportive Services, Property Operations has other staff who would be available to assist during absences or other times of need.

D. Staffing Chart:

Title	Minimum requirements	Total FTE Staff	Employer
Case Manager	Bachelor's degree in social work, psychology, or sociology with a minimum of two years of field experience; Master's Degree preferred – On-site	3.0	HACSB
Case Manager/Service Coordinator	Bachelor's degree in social work, psychology, or sociology; Master's Degree preferred; will be responsible for coordinating HMIS data and CoC coordination in conjunction with other HACSB non-Valentine Road staff – On-site	1.0	HACSB
BH Case Manager	Bachelor's degree in social work, psychology, or sociology. Clinical work experience and Master's Degree preferred – On-site	2.0	Ventura County Behavioral Health

E. Measurable Outcomes:

1. Residential Stability

Residents will maintain affordable housing with needed services. Short term, intermediate, or long-term objectives include work with supportive services to maintain housing stability in the short term. Assessments and referrals will identify intermediate and longer-term objectives with connection to services that will support resident success in maintaining housing stability. Onsite programming with skill-building and awareness workshops will assist resident success in passing inspections and maintaining upkeep.

2. Increase Skills and/or Income

Residents will improve their ability to be self-supportive by developing new skill sets; attend skill-building programs, achieve skills, engage in internship opportunities, identify career pathways, set SMART goals (Specific, Measurable, Achievable, Relevant, Time Bound), achieve goals and self-supportiveness.

3. Greater Self-Determination

Residents will exercise more control over their lives; residents will improve their quality of life and ability to live independently. Participation in onsite programming; increased awareness and connection to resources; engage with onsite supportive services (case management) to gain, maintain, and enhance levels of self-sufficiency, participate in Family Self-Sufficiency (FSS) program to reach financial goals and be welfare free/self-sufficient.

4. Community Building and Community Safety

Residents will participate in community building and community safety efforts to build and maintain a safe and enjoyable environment. Staff will encourage residents to engage and participate in resident meetings to inform property operations and services provided to develop ownership of “home” at Valentine Road. The outcome is a safe and enjoyable environment for all.

5. Plan for Evaluation:

HACSB plans to continuously monitor and evaluate services and outcomes. Our participation in the HMIS system will be the primary report system to identify service statistics, referral data, needs and gaps analysis, as a minimum. Internal data analysis will inform demographic statistics, Ventura County demographic database informatics will be used to inform actuals, and national demographic informational sites will inform overall statistics. On a lower, but important agency level, we will track and monitor reasonable accommodation (requests, need,

cost) and continuously survey residents' needs to identify track and analyze trends.

Case Management staff will be the primary data collection and entry points of contact for service outcomes. They will run regular, at a minimum, monthly, reports to monitor trends and outcomes. Data from these reports will be used internally and externally to inform service provision and needs (no personal identifiable information will be shared – the report will be PII content free). Technical support would be provided by HACSB's information technology department. A monthly "monitoring" meeting is held with Executive Team members (CEO, CFO, various Deputy Directors) with property-specific staff by Project to individually review all performance measures - including financial data, resident retention and concerns, property problems, staff issues as well as any compliance and reporting needs. This process will be followed with Valentine Road as well and will include case management data as described above. In addition to traditional entry data, HACSB's tracking system through HMIS will include but not be limited to current services; referrals and resources (specialist and other); goals, outcomes, progress; income status, insurance, and benefits; health and wellness (mental health, dental health); hospitalizations/crisis residential treatment (CRT); treatment programs (substance use services; adult drug and alcohol programs); food/nutrition needs; education and employment.

III. PROPERTY MANAGEMENT PLANS AND TENANT SELECTION:

All of the following are included in the Property Management Plan

- Applicant eligibility and screening standards

- Confidentiality

- Substance abuse policy

- Communication between property manager and supportive services staff

- Eviction policies and eviction prevention procedures

Process for assisting tenants to apply for different forms of cash and non-cash benefits to aid the household in retaining their housing, if needed

How applicants and residents will be assisted in making reasonable accommodation requests, in coordination with the services provider and persuasive to outside entities, such as Housing Authorities, to ensure that persons with disabilities have access to and can maintain housing

Policies and practices to facilitate Voluntary Moving On strategies

Appeal and Grievance Procedures

A. Tenant Selection:

The Management Agent will utilize the Housing First model. Valentine Road LP shall accept tenants and participants regardless of sobriety, participation in services or treatment, history of incarceration, credit history, or history of eviction in accordance with practices permitted pursuant to Housing First practices, including Ventura County Coordinated Entry System prioritization protocols, or other federal or state Project funding sources. Prospective tenants will complete an application and will be income certified. Literally homeless tenants will be required to be very low income (below 50% AMI). Tenants at risk of homelessness will be required to be extremely low income (below 30% AMI). Tenants receiving Section 8 rent subsidy will be required to demonstrate that they can pay \$50 a month, a Section 8 requirement. The 31 chronically homeless tenants will be required to meet Section 8 requirements.

Referrals to Valentine Road LP will be made through the local Coordinated Entry System (CES) which ensures Housing First eligibility, or another comparable prioritization process based on greatest need that has been approved by CES. All referral protocols for Valentine Road will be developed in collaboration with the local CoC and implemented consistent with the requirements set forth in the Homekey Round 3 NOFA. Agent will verify that the applicant is chronically homeless, homeless, or at-risk of homelessness. This would include referrals from non-CoC HACSB partner agencies such as Ventura County Human Services Agency (HSA), Coalition for Family Harmony which has an existing partnership with HACSB for Apartments, or Salvation Army, etc. that work with the Target Populations and refer clients to HACSB who meet the eligibility and greatest need criteria. In these cases, HACSB will enter them into HMIS.

Residents will be referred through the Ventura County Continuum of Care's Coordinated Entry System or from other agencies in coordination with the Coordinated Entry System. These agencies will prioritize those with the highest needs according to the following summary of tenant selection procedures. Thirty-one apartments will be reserved for chronically homeless households. Forty units will be reserved for homeless households who are clients of Ventura County Behavioral Health. The balance of 63 apartments will be reserved for residents who are homeless or at risk of homelessness. To the extent allowed, preference will be given to households who live or work in Ventura; Ventura residents are overrepresented in the Ventura County homeless population.

Because of the apartment configuration as a studio, households can only be one or two individuals. The 1 one-bedroom apartment can house up to three people. The 31 chronically homeless households who receive Section 8 vouchers must meet Section 8 requirements; there are mandatory denials for lifetime registered sex offenders and drug conviction for manufacturing or production of methamphetamine. All applicants must complete an application.

B. Disclosures:

- Lease, Tenant's Rights and Responsibilities, Megan's Law Disclosure, Resident Policies and House Rules
- Good Cause for Eviction Documents
- Resident Grievance Procedures
- Pet Policy
- Tax Credit Lease Rider (when applicable)
- VAWA Lease Rider
- VAWA Policy
- Resident Handbook
- Renters Insurance Acknowledgment
- Move-In Inspection Acceptance
- Security Deposit Payment Agreement
- Pet Deposit Payment Agreement
- Key Fob Acknowledgment
- Resident Maintenance Handbook
- Request for Reasonable Accommodation Notice
- Request for Reasonable Accommodation Notice
- Your Right to An Interpreter Notice
- Project-Based Voucher Tenancy Addendum (if applicable)
- HMIS Reporting Disclosure, RentTrack Registration Flyer

C. Referrals:

The use of standard waiting lists is prohibited by the Homekey Program so referrals will prioritize applicants with the highest acuity needs, rather than first-come first served.

Referrals to Valentine Road LP will be made through the local Coordinated Entry System (CES) or another comparable prioritization process based on greatest need that has been approved by CES that prioritizes groups overrepresented in the HMIS and PIT data compared to the overall population. All referral protocols for Valentine Road are being developed in collaboration with the local CoC and implemented consistent with the requirements set forth in the Homekey Round 3 NOFA. This would include referrals from Ventura non-CoC HACSB partner agencies, such as Ventura County Human Services Agency (HSA) that work with the Target Populations and refer clients to HACSB who meet the eligibility and greatest need criteria. All residents will be entered into HMIS. Pathways to Home is the Coordinated Entry System for Ventura County Continuum of Care. The Director is Jen Harkey at Ventura County at County Executive Office, Community Development, Attn: VC Continuum of Care, 800 South Victoria Avenue, L#1940, Ventura, CA 93009 | email at Jennifer.Harkey@ventura.org, phone (805) 658-4342

Referrals for the 31 chronically homeless residents and the 40 residents who are clients of Ventura County Behavioral Health will be made through the Coordinated Entry system.

D. Tenant Screening:

If the project cannot serve someone, it works through the coordinated entry process to ensure that those individuals or families have access to housing and services elsewhere.

The project will do everything possible not to reject an individual or family based on poor credit or financial history, poor or lack of rental history, minor criminal convictions, or behaviors that are interpreted as indicating a lack of “housing readiness.”

Access to the project is not contingent on sobriety, minimum income requirements, lack of a criminal record, completion of treatment, participation in services, or any other unnecessary condition not imposed by the terms of the funding itself.

People with disabilities are offered clear opportunities to request reasonable accommodations within applications and screening processes and during tenancy. Building and units include physical features that accommodate disabilities.

E. Housing-Based Voluntary Services:

If serving youth experiencing homelessness, services use a positive youth development model and culturally competent services to engage with tenants.

Services are informed by a harm-reduction philosophy that recognizes that substance use/ addiction are a part of some tenants’ lives. Tenants are engaged in non-judgmental communication regarding substance use and are offered education regarding safer practices and how to avoid risky behaviors.

Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.

Participation in services or compliance with service plans are not conditions of tenancy but are reviewed with tenants and regularly offered as a resource to tenants. Housing and service goals and plans are highly tenant driven.

Supportive services emphasize engagement and problem-solving over therapeutic goals.

F. Housing Permanency:

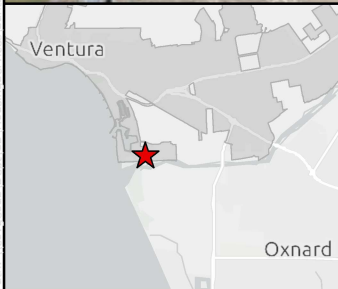
Substance use in and of itself, without other lease violations, is not considered a reason for eviction.

Tenants in supportive housing are given reasonable flexibility in paying their share of rent on time and offered special payment arrangements for rent arrears and/or assistance with financial management, including representative payee arrangements.

Every effort will be made to provide a tenant the opportunity to transfer from one housing situation, program, or project to another if tenancy is in jeopardy. Whenever possible, eviction back into homelessness is avoided.

Tenants are provided with Leases and Reflects Tenants' Rights & Responsibilities Of Tenancy Under CA Law (including eviction protections).

Phase	Description of Work	Total	Per Unit	Per SF	Notes
09310	Tile	\$ 20,000	\$ 666.67	\$ 0.96	
09500	Countertops	\$ 84,000	\$ 2,800.00	\$ 4.04	
09652	Flooring	\$ 190,000	\$ 6,333.33	\$ 9.14	
09900	Painting	\$ 205,000	\$ 6,833.33	\$ 9.86	
	DIVISION 9 TOTAL	\$ 1,939,000			
	DIVISION 10 - SPECIALTIES				
10150	Code Signage	\$ 18,000	\$ 600.00	\$ 0.87	
10520	Postal Specialties	\$ 12,500	\$ 416.67	\$ 0.60	
10550	Fire Extinguishers & Knox Boxes	\$ 5,000	\$ 166.67	\$ 0.24	
10810	Common Bath Accessories	Included in 08210			
10880	Mirrors & Shower Enclosures	\$ 11,000	\$ 366.67	\$ 0.53	
10910	Awnings	\$ 25,000	\$ 833.33	\$ 1.20	
	DIVISION 10 TOTAL	\$ 71,500			
	DIVISION 11 - EQUIPMENT				
11450	Residential Appliances	\$ 85,000	\$ 2,833.33	\$ 4.09	
11480	Amenity Appliances	\$ 9,000	\$ 300.00	\$ 300.00	
	DIVISION 11 TOTAL	\$ 94,000			
	DIVISION 12 - FURNISHINGS				
12413	Window Coverings	\$ 35,000	\$ 1,166.67	\$ 1.68	
	DIVISION 12 TOTAL	\$ 35,000			
	DIVISION 13 - SPECIAL CONSTRUCTION				
13750	Carports	\$ 85,000	\$ 2,833.33	\$ 4.09	
13760	Trash Chutes	\$ 30,000	\$ 1,000.00	\$ 1.44	
	DIVISION 13 TOTAL	\$ 115,000			
	DIVISION 14 - CONVEYING SYSTEMS				
14500	Elevators	\$ 135,000	\$ 4,500.00	\$ 6.49	
	DIVISION 14 TOTAL	\$ 135,000			
	DIVISION 15 - MECHANICAL				
15300	Fire Sprinklers	\$ 115,000	\$ 3,833.33	\$ 5.53	
15400	Plumbing & Fixtures	\$ 825,000	\$ 27,500.00	\$ 39.67	
15500	Heating, Ventilating & Air Conditioning	\$ 585,000	\$ 19,500.00	\$ 28.13	
	DIVISION 15 TOTAL	\$ 1,525,000			
	DIVISION 16				
16000	Electrical	\$ 970,000	\$ 32,333.33	\$ 46.65	
16200	Low Voltage Systems	\$ 125,000	\$ 4,166.67	\$ 6.01	
16900	Solar	\$ 180,000	\$ 6,000.00		
	DIVISION 16 TOTAL	\$ 1,275,000			
	Sub Total	\$ 10,534,500			
	General Conditions & Requirements	\$ 842,760			
	Contractor Contingency	\$ 526,725			
	Insurance CCIP/OCIP	By Owner			
	P&P Bonds	\$ 119,040			
	Overhead & Profit	\$ 682,636			
	Total Project Cost	\$ 12,705,660			
	Cost per Unit	\$ 423,522			



Project Site: 57.20 Acres

Site Imagery flown August 2023

City of Oxnard, City of Ventura, California, California State Parks, Esri, HERE, Garmin, SafeGraph, FAO, METI/NASA, USGS, Bureau of Land Management, EPA, NPS, I, Maxar

Coordinate System: WGS 1984 Web Mercator Auxiliary Sphere

CITY OF
VENTURA

This map is a product of the City of San Buenaventura, California. Although reasonable efforts have been made to ensure the accuracy of this map, the City of San Buenaventura cannot guarantee its accuracy.



0 200 400 Feet

 Site Boundary