



EXECUTIVE SUMMARY

Revised February 28, 2022

HOUSING COMMISSION EXECUTIVE SUMMARY SHEET

MEETING DATE: March 4, 2022

HCR22-035

SUBJECT: Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to Operate the City of San Diego Women's Interim Housing Program

COUNCIL DISTRICT(S): Citywide

ORIGINATING DEPARTMENT: Homeless Housing Innovations Division

CONTACT/PHONE NUMBER: Lisa Jones (619) 578-7696

REQUESTED ACTION:

Approve an operating agreement with Catholic Charities Diocese of San Diego in the amount of \$339,701 which includes \$100,000 for one-time startup expenses, for a term of April 13, 2022, through June 30, 2022, with three one-year options for renewal, for the operation of the City of San Diego Women's Interim Housing Program at 825 7th Ave., San Diego, 92101.

EXECUTIVE SUMMARY OF KEY FACTORS:

- The San Diego Housing Commission (Housing Commission) administers the contracts for the City of San Diego's (City) Homeless Shelters and Services Programs.
- On April 19, 2021, Mayor Todd Gloria announced a proposed investment of more than \$10 million in American Rescue Plan Act (ARPA) funds to create additional crisis response initiatives and investments in shelter and longer-term housing options to address unsheltered homelessness.
- The proposed City of San Diego Women's Interim Shelter Program (Program), which would be operated by Catholic Charities Diocese of San Diego (CCDSD), supports the Community Action Plan on Homelessness for the City of San Diego.
- The Program will provide safe, low-barrier shelter for women age 18 or older experiencing unsheltered homelessness in the City of San Diego, with a specific emphasis on those with serious medical conditions; women released from the hospital who do not need or qualify for recuperative care but are in need of a safe, indoor place to recover; and women with other higher need conditions.
- The Program will operate 24 hours a day, seven days a week, with a maximum capacity of 40 beds. The facility will be at the Salvation Army, across the street from CCDSD's existing Rachel Women's Center and Rachel's Night Shelter.
- Through the City of San Diego Women's Interim Shelter Program, CCDSD will provide shelter and case management, and basic needs support for up to 40 women at any given time experiencing homelessness in the City of San Diego.
- The City of San Diego has made available \$339,701 in City General Funds for operations in Fiscal Year 2022.
- The proposed actions referenced in this report will allow the Housing Commission to enter into an Agreement with CCDSD in amounts referenced within this report to operate the City of San Diego Women's Interim Shelter Program



Revised February 28, 2022

REPORT

DATE ISSUED: February 28, 2022

REPORT NO: HCR22-035

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of March 4, 2022

SUBJECT: Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to Operate the City of San Diego Women's Interim Housing Program

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:

Seven-day advance notice of San Diego Housing Commission hearing of the following matter has been provided to the Housing Authority Members pursuant to the provisions of San Diego Municipal Code Section 98.0301(e)(4)(B).

Approve an operating agreement with Catholic Charities Diocese of San Diego in the amount of \$339,701 which includes \$100,000 for one-time startup expenses, for a term of April 13, 2022, through June 30, 2022, with three one-year options for renewal, for the operation of the City of San Diego Women's Interim Housing Program at 825 7th Ave., San Diego, 92101.

STAFF RECOMMENDATION

That the San Diego Housing Commission (Housing Commission) take the following actions:

- 1) Authorize the Housing Commission to enter into an agreement with Catholic Charities Diocese of San Diego (CCDSD) in the amount of \$339,701 for an initial term of April 13, 2022, through June 30, 2022, with three one-year options for renewal, contingent on funding being made available for that purpose through the City of San Diego's Fiscal Year 2023 budgeting process, to provide interim shelter and supportive services at the City of San Diego Women's Interim Shelter Program at 825 7th Ave., San Diego, 92101, for women experiencing homelessness. Funding will consist of \$339,701 in American Rescue Plan Act (ARPA)/City General Funds for the initial operating term, which includes \$11,414 for Housing Commission administration.
- 2) Authorize the Housing Commission's President & Chief Executive Officer (President & CEO), or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form and format approved by General Counsel, and to take such actions necessary and/or appropriate to implement these approvals, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner in advance of approval for the designee to sign.

February 24, 2022

Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to operate the City of San Diego Women's Interim Shelter Program

Page 2

- 3) Authorize the Housing Commission's President & CEO, or designee, to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement amount for the proposed agreement, if necessary, without further action by the Housing Commission Board or the Housing Authority, but only if and to the extent that funds are determined to be available for such purposes.

SUMMARY

The Housing Commission administers the contracts for the City of San Diego's (City) Homeless Shelters and Services Programs based on a Memorandum of Understanding (MOU) between the Housing Commission and the City that first took effect on July 1, 2010. An MOU between the City and the Housing Commission for the continued provision of Homeless Shelters and Service Programs effective July 1, 2015, with options through June 30, 2019, was approved by the Housing Commission Board of Commissioners (Report No. HCR15-035) and by the Housing Authority and City Council (Report No. HAR15-014; Resolution Nos. HA-1659 and R-309666). A third MOU between the City and the Housing Commission for the provision of Homeless Shelters and Service Programs, including the City's Interim Shelter Program, effective July 1, 2019, through June 30, 2024, (including options) was approved by the Housing Commission Board of Commissioners on June 14, 2019 (Report No. HCR19-065), and the Housing Authority on June 25, 2019 (Report No. HAR19-024; Resolution No. HA-1821).

The proposed actions referenced in this report will allow the Housing Commission to enter into an Agreement with CCDSD in amounts referenced within this report to operate the City of San Diego Women's Interim Shelter Program at 825 7th Ave., San Diego, 92101, for the initial operating term of April 13, 2022, through June 30, 2022, with three one-year options for renewal, contingent on funding availability.

On April 19, 2021, Mayor Todd Gloria announced a proposed investment of more than \$10 million in American Rescue Plan Act (ARPA) funds to create additional crisis response initiatives and investments in shelter and longer-term housing options to address unsheltered homelessness.

The proposed City of San Diego Women's Interim Shelter Program (Program) supports the Community Action Plan on Homelessness for the City of San Diego (Action Plan), a comprehensive, 10-year plan that builds on recent progress, lays out short-term achievable goals and serves as a guide for long-term success in addressing homelessness. The Action Plan identifies shelter interventions as critical entry points to the City's Crisis Response System and necessary to facilitate permanent housing placements. The Program is an important component to the vision, principles and strategies identified in the Action Plan.

Program Overview

The Program will provide safe, low-barrier shelter for women age 18 or older experiencing unsheltered homelessness in the City of San Diego, with a specific emphasis on those with serious medical conditions; women released from the hospital who do not need or qualify for recuperative care but are in need of a safe, indoor place to recover; and women with other higher-need conditions. The Program will operate 24 hours a day, seven days a week, with a maximum capacity of 40 beds. Referrals into the Program will be facilitated through the Coordinated Intake Program, which the Housing Commission

February 24, 2022

Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to operate the City of San Diego Women's Interim Shelter Program

Page 3

administers. The Program will provide wraparound services and a diverse portfolio of supportive services, utilizing practices aligned with harm reduction and trauma-informed principles, including but not limited to: case management, care coordination, peer support services, substance abuse treatment, medication-assisted treatment, mental health services and assistance with applying for public benefits.

CCDSD will provide housing-focused case management aimed at reducing the amount of time a person experiences homelessness by providing the necessary supports to exit to permanent or longer-term housing. The 40-bed facility will be at the Salvation Army, across the street from CCDSD's existing Rachel Women's Center and Rachel's Night Shelter.

The Program will utilize a housing-focused model, in which all services are focused on supporting Program Clients' access to permanent or other longer term housing as quickly as possible. The Program is intended to be a short-term solution to help clients transition to the most appropriate longer-term or permanent housing resource. The Program will also provide basic needs supports, including three meals a day, laundry facilities for the participants, showers, mail, telephone and clothing.

Operator Experience

CCDSD currently administers more than 20 programs funded by \$15 million in federal, state, local and private grants and donations. These programs are grouped into five major departments: Family, Youth, Children & Community Services, Homeless Services, Refugee & Immigrant Services, Senior Services, and Special Projects. CCDSD approaches the individuals that come to its programs as "whole" individuals and addresses multiple areas in their lives to better assist them. Over the last 37 years, CCDSD's services have grown to include shelter facilities and comprehensive supportive services for men and women experiencing homelessness.

In 1980, CCDSD recognized that the increasing presence of women experiencing homelessness among the downtown population required special attention. The initial response was House of Rachel, a transitional housing program for women in recovery experiencing homelessness. This was followed in 1984 with the opening of Rachel's Women's Center, a social-model day shelter to serve as a respite from the streets for women experiencing homelessness as downtown San Diego started undergoing redevelopment. Rachel's Women's Center currently serves an average of 80 women per day and served 835 unduplicated women in Fiscal Year 2021. Before the COVID-19 pandemic, the Center often served 120 women daily. Women who stop by the Center receive essential basic needs supports, as well as social, health and behavioral health services. CCDSD also operates Rachel's Night Shelter, a 35-bed shelter serving women experiencing homelessness. In Fiscal Year 2021, this shelter served 138 unduplicated women who received support in achieving their individual goals and support toward ending their homelessness.

CCDSD operates programs for people experiencing homelessness in San Diego and Imperial Counties. La Posada, a 100-bed shelter in Carlsbad, provides 24/7 emergency shelter for men experiencing homelessness and those employed as farmworkers. Priority access to available shelter beds is given to outreach teams operating in North San Diego County. La Posada began as a shelter for farmworkers more than 20 years ago and expanded to serve men experiencing homelessness when a new facility was

February 24, 2022

Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to operate the City of San Diego Women's Interim Shelter Program

Page 4

built in 2012. CCDSD operates Our Lady of Guadalupe in Calexico, which has 50 beds for men experiencing homelessness, and House of Hope in El Centro shelters women and children with 20 beds and 4 cribs. In March 2022, CCDSD will be opening the first Homeless Day Center in El Centro. This facility will have the capacity to serve 250 individuals experiencing homelessness daily.

Program Design

Through the City of San Diego Women's Interim Shelter Program, CCDSD will provide shelter and case management, and basic needs support for up to 40 women at any given time experiencing homelessness in the City of San Diego.

Program Components:

- a. Housing First program with low barriers to entry and operations.
- b. A formal shelter intake and move-in process, in a welcoming and solutions-focused environment, to include a review of required intake documents, terms of service, and guidelines for community living.
- c. Housing-focused program that aims to resolve Program Clients' homelessness as quickly as possible. Related services include, but are not limited to:
 - i. Determining diversion opportunities;
 - ii. Self-sufficiency needs assessment;
 - iii. Development of client housing plan, including stabilization strategies and client housing goals and objectives;
 - iv. Coordination with and referrals to County, State, and Federal programs, as well as nonprofits and social service agencies, as appropriate;
 - v. Assistance in locating safe and affordable permanent or other longer-term housing, including determining housing interventions and opportunities outside of the Coordinated Entry System (CES);
 - vi. Completion of intakes, screenings, assessments, and case conferencing or other integral components of CES as established by Regional Task Force on Homelessness (RTFH) community standards and policies;
 - vii. Assistance with housing applications and supportive and subsidized housing paperwork; and
 - viii. Advocacy for clients with prospective landlords.
- d. Basic shelter services, including but not limited to:
 - i. Appropriate 24-hour residential services and staffing;
 - ii. A maximum of 40 beds and other residential furnishings;
 - iii. A minimum of two meals per day in compliance with all applicable health and safety regulations;
 - iv. Showers, wash stations, restrooms, laundry facilities and/or laundry services, and belongings storage for Program Clients;

- v. Routine operating and client supplies, including but not limited to hygiene products, basic first aid supplies, and cleaning supplies;
- vi. Telephone access and message services;
- vii. Regularly laundered linens; and
- viii. Mail services.

e. Coordination to support testing and vaccinations for communicable diseases.

Funding Summary

FUNDING SOURCE	FY 2022*	FY 2023
General Fund/ARPA	\$339,701	\$1,120,683
TOTAL	\$339,701	\$1,120,683

*Indicated amounts are pro-rated for the operating term in Fiscal Year 2022 and include startup costs.

CONTRACTOR SELECTION PROCESS

On July 15, 2021, the Housing Commission issued a Request for Qualifications (RFQ) seeking to increase the capacity of the existing shelter system within the City of San Diego, in particular to expand its ability to serve special populations such as those with substance use disorder, veterans, single women, those in need of respite care, or other sub-populations, potentially in smaller scale that supports the unique needs of these populations.

The RFQ was posted and made available for download on the PlanetBids website through both the Housing Commission’s and the City of San Diego’s portals. More than 2,154 notifications were sent through the PlanetBids system. 42 potential bidders downloaded the solicitation.

At the RFQ closing on August 12, 2021, qualifications were received from 4 respondents, Catholic Charities Diocese of San Diego, Interfaith Community Services, San Diego Youth Services and Veterans Village of San Diego. A source selection committee evaluated, scored and ranked the responses based on the following criteria: Respondents Profile, Capacity and Readiness, Service Delivery Model & Qualifications, and Equity & Inclusion. Respondents were determined to be qualified based on each Agency’s response to the evaluation criteria outlined in the RFQ. Of the respondents deemed qualified, CCDSD provided a proposed site location and specific program for consideration. CCDSD’s ability to secure and provide an available site location, along with meeting a known need for more shelter beds for specific populations such as single women, and the need for shelter beds that can support persons with higher level care needs, this project was prioritized for implementation.

AFFORDABLE HOUSING IMPACT

As San Diegans continue to live in a City-declared housing emergency “shelter crisis,” the need for immediate housing assistance is critical to the well-being of community members. The shelter serves this purpose by providing interim shelter services and a pathway to housing to persons experiencing

February 24, 2022

Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to operate the City of San Diego Women’s Interim Shelter Program

Page 6

homelessness. Participants in this program represent some of San Diego’s most vulnerable citizens, as 100 percent of participants are homeless, with low-to-moderate incomes.

FISCAL CONSIDERATIONS

The City of San Diego has made available \$339,701 in City General Funds for operations in Fiscal Year 2022. Funding for Fiscal Year 2023 will be determined through the City’s budgeting process.

FUNDING SOURCE	FUNDING BY USE	FY 2022	FY 2023*
General Fund	CCDSD Operating Contract	\$228,287	\$1,067,617
	Start Up Costs	\$100,000	
	SDHC Administration	\$11,414	\$53,381
TOTAL		\$339,701	\$1,120,998

**Contingent upon the City making funds available for this purpose*

EQUAL OPPORTUNITY CONTRACTING AND EQUITY ASSURANCE

Catholic Charities is a local nonprofit organization. As a nonprofit, Catholic Charities is exempt from the requirement to submit a Workforce Report. The Housing Commission included a requirement in the RFQ for prospective firms to include a description of how they would address racial equity and inequities for the target population(s), including any local disproportionate impact of COVID-19 and homelessness by race and other protected classes. The requirement was a part of the scored evaluation criteria. Catholic Charities’ programs and positions are available to all persons in need regardless of race, creed, color, ethnicity, national origin, religion, gender or sexual orientation. They report that they promote and support diversity, equity and inclusion through training and are committed to fostering and preserving a culture of equity and inclusion for staff and program participants.

PREVIOUS COUNCIL and/or COMMITTEE ACTION

On June 25, 2019, the Housing Authority approved a Memorandum of Understanding between the City of San Diego and the San Diego Housing Commission for the provision of Homeless Shelters and Services (HA-1821).

KEY STAKEHOLDERS and PROJECTED IMPACTS

Stakeholders for this project include women experiencing homelessness and Catholic Charities as the subrecipient administering the program. The program is expected to have a positive impact on the community as it will provide shelter and services for up to 40 women experiencing unsheltered homelessness at any given time.

ENVIRONMENTAL REVIEW

These activities are categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301 (Existing Facilities), which allows the operation, repair, maintenance permitting, leasing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. Federal funds constitute a portion of the funding for these activities. The parties

February 24, 2022

Approval of the Contract between the San Diego Housing Commission and Catholic Charities Diocese of San Diego to operate the City of San Diego Women's Interim Shelter Program

Page 7

agree that the provision of any federal funds as the result of this action is conditioned on the City of San Diego's final NEPA review and approval. NEPA approval was obtained from the City of San Diego on February 9, 2022.

Respectfully submitted,

Lisa Jones

Lisa Jones
Executive Vice President Strategic Initiatives
San Diego Housing Commission

Approved by,

Jeff Davis

Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission

Docket materials are available in the "Governance & Legislative Affairs" section of the San Diego Housing Commission website at www.sdhc.org.