

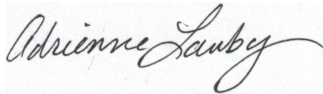
September 1, 2021

Sonoma County Community Development Commission (SCCDC)
1440 Guerneville Road
Santa Rosa, CA 95403

Dear SCCDC:

I submit this proposal for establishing a Covid Emergency Shelter Village on behalf of SAVS Board of Directors, staff and volunteers. We anticipate taking on this work with high hopes and deep appreciation for the opportunity presented by the (SCCDC) ESG-CV process to address critical health and safety needs of Sonoma County's homeless residents.

Sincerely,



Adrienne Lauby, President
Sonoma Applied Village Services – SAVS
1275 4th Street, Suite #101, Box 196, Santa Rosa, CA 95404
Phone: (707) 795-2890
Private Non-Profit Federal Tax ID Number: 83-4609220

The Sonoma County Community Development Commission (SCCDC) ESG-CV RFP
September 2021

Proposal: COVID Emergency Shelter Village

Service Provider: Sonoma Applied Village Services - SAVS



Sonoma Applied Village Services
Adrienne Lauby, President

A handwritten signature in black ink that reads "Adrienne Lauby". The signature is fluid and cursive, written over a light blue rectangular background.

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STATEMENT OF THE PROBLEM

The COVID pandemic has added a pressing urgency to address the health and safety needs of Sonoma's homeless encampments. As federal, state, and municipal bodies develop programs and apportion funds to meet this urgency, carefully maintained, non-congregate emergency shelters are essential to protecting the health of shelter residents and of residents in surrounding neighborhoods.

This COVID-Response village will provide basic shelter so that the residents are unlikely to expose new people to possible infections as they do when they are forced to move from place to place. Villages also make it much easier for public health officials and health workers to assess, test, quarantine and treat any covid infections among the residents.

PROPOSAL OVERVIEW

Sonoma Applied Village Services (SAVS) proposes to quickly install a Safe Parking & Tent Village modeled on and expanding the Finley Tent Village, which so successfully served a portion of the chronically homeless subpopulation of Sonoma County in 2020. The SAVS village will support up to 40 individuals, providing safe distancing and healthcare access to prevent further spread of COVID-19 in homeless encampments by following government regulations for COVID safety and health.

We will also ensure each client is document-ready for the new Housing Authority Emergency Housing Vouchers.

This proposal can be scaled. SAVS is willing to set-up and manage up to three COVID Emergency Shelter Villages. The mix and number of RVs other vehicles and tents can be tailored to specific locations and geographic needs.

FIT WITH ESG-CV REQUIREMENTS

- This helps prevent, prepare for, and respond to the COVID-19 pandemic by moving chronically homeless persons from unauthorized street encampments into a safe, socially-distanced village.
- This project fits with CoC RFP guidelines to "provide temporary emergency shelter" per the ESG-CV requirements.
- This directly supports placement of Emergency Housing Vouchers (ESG-CV) by providing residents with assistance needed to make them document-ready for ESG-CV vouchers.

SAVS QUALIFICATIONS

- SAVS and our partners have operated safe parking programs in the past and have been working full-time on the street with homeless persons for the past three years.
- SAVS is uniquely positioned to connect with the sub-population that has not interfaced with coordinated entry services as our focus is on supporting clients that live in encampments.
- SAVS successfully completed a 2021 contract with the County to provide outreach and placed 29 clients into shelters and 8 people into long term housing. SAVS is currently executing a 2022 contract for the County.
- SAVS is certified to use HMIS and provides ongoing reporting into the Sonoma County HMIS.

PROGRAM DESCRIPTION

Village Setup

SAVS will locate and rent a lot, preferably an unused commercial lot, near Santa Rosa. We will set up and operate a safe parking village with a mix of cars, RVs and tents. We will provide basic sanitary and water facilities, clear safe-distancing markers, and a waste management system. We are in discussions with several property owners about leasing a lot from them for the purpose of locating a village.

We will provide the following:

- At least Three Porta Potties, one of which will be ADA compliant
- Two Hand Washing Stations.
- Trash Cans and Weekly Trash Pick Up
- Potable water
- Common kitchen tent for food preparation (No open fires)
- Tents as needed
- Electricity: If possible, SAVS will provide electrical hook ups for cell phone charging and CPAP or other medical equipment use. If no electricity is available, SAVS will ensure that the camp cell phone is always charged and ready for emergencies.

Village Resident Services

Emergency Housing Voucher Documentation

The village will be used to assess and prepare readiness for moving on to permanent housing. SAVS will evaluate each resident's fit for permanent housing, and will bring forward viable candidates for the EHV program, assuring their complete EHV documentation.

Health and Social Services

SAVS will provide access to basic healthcare, including COVID testing and vaccinations, via our partners in the Multidisciplinary Coordination for Unsheltered group within the Dept. of Health Services.

Emotional, Physical and Life Support

The SAVS Project Manager will coordinate with other outreach and support workers to bring needed services to the site. Hopefully these will include the Sonoma County Whole Person Team for those with chronic mental illnesses, the Interdepartmental Multi-Disciplinary Team (IMDT), Public Health Workers, and others.

Security

SAVS will install fencing and provide on-site security for the first 30-60 days. After startup, a SAVS' staff and a resident onsite manager will provide site security. It is important to note that both Los Guilicos and the Finley Center operators stated that there is no need for on-site security once the site is operating normally.

Covid Safety protocols

We will secure the assistance of a County health providers and Health Officers to fulfill the following protocols:

Everyone who resides in the camp must agree to be tested within the first week. Three times a week, everyone in the camp will have their temperature taken and be asked the basic Covid symptom questions.

Those who are not vaccinated will be tested every week with a rapid response test. Anyone with any symptom of the COVID-19 virus will be tested with a rapid response test. Anyone who tests positive will be quarantined for at least 14 days or until there are no more symptoms, whichever is longer.

SAVS will work with the County quarantine facilities and County health to establish other protocols as necessary so that everyone in the camp is as safe as possible from the highly contagious delta variant.

Resident Policies and Leadership

- No fires will be allowed, either for warmth or cooking.
- No violence, weapons, or drug dealing.
- There will be community standards for noise and other disturbances.
- Smoking only in smoking area.
- Gate locked at 9 pm. Exceptions made for those with off-site pre-approved jobs or activities.
- Each resident will be given a “footprint” around their tent. No personal property will be allowed outside that footprint. Piles of unorganized personal property will not be allowed.
- Visitors are allowed and camp residents will come and go the same as anyone else in the community. (Given the contagious delta covid variant, this rule may be modified at the direction of the County Health Officer).
- Residents will be required to agree to and abide by a written set of village regulations. The SAVS 24/7 Village Manual is available upon request at tinyvillages@sonomavillages.org.

Resident Management Team

We will establish a 3-person resident management team that will interface with residents to ensure that health and safety protocols are followed and that interpersonal issues are resolved, assisted by the on-site manager and SAVS Manager as needed

Community Participation

SAVS is a collaborative organization. We believe that the camp residents are fully members of the Sonoma County community. We will encourage them to participate in public events and civic engagement.

We will encourage Housing Service Providers, Churches and other community organizations, and individuals to participate in the camp life as volunteers. Initially, this will revolve around the providing of meals and one-on-one “Buddy” activities. But, it may evolve into group activities such as AA/NA meetings, small social gatherings to sing, play games, and/or group activities for art, exercise etc. We are seeking funding for a formal Volunteer Mentor Pilot Program.

Good Neighbor Policy

This will be a 24/7 site and, due to covid, many of the residents are likely to be in residence at the camp much of the time. No one will be allowed to linger in the immediate block or two around the site after they leave the camp. In addition, weekly litter patrols of the immediate area will take place.

SAVS and local volunteers will canvas at least the four blocks surrounding the camp neighborhood in advance to explain why the camp is coming, answer questions, and provide a number to call for concerns. We will place a sign at the gate with a 24/7 hotline for any issues.

Food Preparation

SAVS will facilitate access to food sourcing through our partnerships with the Redwood Empire Food Bank and other community resources. We will also work with our volunteer partners to deliver occasional hot prepared meals for the village.

PROGRAM OUTCOMES & MEASUREMENT

This program is created to deliver two primary outcomes: First, to safely house 20-40 individuals in a temporary emergency shelter to limit COVID exposure and illness. Second, to prepare 10-15 residents for permanent supportive housing vouchers.

Key Program Measurables

- 20-40 individuals housed and provided with access to healthcare services through September 2022
- 10-20 clients readied for submission into EHV vouchers, with a minimum of 10 ready by March 2022
- Safety/security issues successfully managed on site

ATTACHMENT 1

BUDGET

Contractor Name:	Sonoma Applied Village Services
Project title:	ESG-CV COVID Emergency Shelter Village
Contract Term:	Oct 2021 - Sept 2022

BUDGET LINE ITEMS	FY 21	FY 22	TOTAL
PERSONNEL EXPENSES * for positions greater than 5% FTE			
List position, FTE % on project, rate			
Project Manager	\$ 34,425	\$ 11,475	\$ 45,900
Site Manager	\$ 34,425	\$ 11,475	\$ 45,900
On Site Resident Manager	\$ 15,300	\$ 5,100	\$ 20,400
0.5 FTE Housing Navigator	\$ 17,213	\$ 5,738	\$ 22,950
			\$ -
Total Salaries	\$ 101,363	\$ 33,788	\$ 135,150
Personnel Benefits	\$ 15,204	\$ 5,068	\$ 20,273
PERSONNEL EXPENSES SUBTOTAL	\$ 116,567	\$ 38,856	\$ 155,422.50
OPERATING EXPENSES			
Site Setup (clean, fencing, lighting)	\$ 40,000		\$ 40,000
Utilities (trash, sanitation, water, electric, insurance, etc)	\$ 43,575	\$ 14,525	\$ 58,100
Security	\$ 90,000	\$ 6,000	\$ 96,000
Ongoing Operations (rent, repairs)	\$ 45,000	\$ 15,000	\$ 60,000
			\$ -
OPERATING EXPENSES SUBTOTAL	\$ 218,575	\$ 35,525	\$ 254,100
SUBCONTRACTORS Requires prior approval; List separately, if more than one subcontractor, and submit subcontractor's project budget			
Car Repair & Client Documentation Expenses	\$ 18,000	\$ 6,000	\$ 24,000
			\$ -
SUBCONTRACTORS SUBTOTAL	\$ 18,000	\$ 6,000	\$ 24,000
SUBTOTAL OF DIRECT EXPENSES	\$ 353,142	\$ 80,381	\$ 433,523
Sum of totals for Personnel, Operating and Subcontractor expenses			
ADMINISTRATIVE/INDIRECT COSTS			
Maximum 10% of Direct Costs	\$ 35,314	\$ 8,038	\$ 43,352
TOTAL BUDGET	\$ 388,456	\$ 88,419	\$ 476,875

SAVS Operating Cost / Month	\$	36,406
Average Number Residents	\$	30
SAVS Operating Cost Per Month Per Resident	\$	1,214
Los Guillicos Operating Cost Per Month Per Resident	\$	2,289
SAVS Operating as a % of Los Guillicos		53%
Finley Tent Village Operating Cost Per Month Per Resident	\$	3,500
SAVS Operating as a % of Finley		35%

PROGRAM BUDGET

SAVS focuses on delivering highly dignified, professional, low-cost services. SAVS has proven that it works on budget and on time. We have completed 1 major service contract with the county, are currently executing a second contract and also completed a number of projects for the CoC on time / on budget at the end of last fiscal year.

- The site operates at 1/3 the operating cost of Finley and 1/2 the cost of Los Guilicos – largely driven by reductions in on-site security and prepared meals.
- These expenses would be modified downward with the use of a publicly-owned site. The site set up is also an expense that could vary greatly depending on the available site.

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