

RESOLUTION R-5435

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KIRKLAND SUPPORTING THE KING COUNTY JOINT APPLICATION FOR WASHINGTON STATE DEPARTMENT OF COMMERCE 2020 SHELTER GRANT FUNDING.

1 WHEREAS, the Washington State Department of
2 Commerce released an application for jurisdictions throughout the
3 state to apply for funds to support the development or expansion
4 of shelter programs; and

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6 WHEREAS, funds have been set aside for jurisdictions over
7 25,000 in population; and

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9 WHEREAS, the State is offering a premium for coordinated
10 community applications; and

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12 WHEREAS, King County and jurisdictions within the county
13 intend to submit such a coordinated community application; and

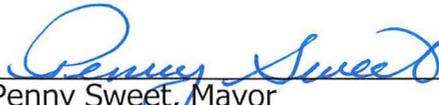
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15 WHEREAS, the City of Kirkland wishes to support and
16 participate in this single application.

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18 NOW, THEREFORE, be it resolved by the City Council of the
19 City of Kirkland as follows:

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21 Section 1. The City Manager is hereby authorized and
22 directed to sign on behalf of the City of Kirkland a letter of support
23 and participation in the King County consolidated application for
24 Washington State Department of Commerce 2020 Shelter Grant
25 Program funding.

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27 Passed by majority vote of the Kirkland City Council in open
28 meeting this 7 day of July, 2020.

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30 Signed in authentication thereof this 7 day of July, 2020.


Penny Sweet, Mayor

Attest:


Kathi Anderson, City Clerk

Shelter Program Overview

The Department of Commerce (Commerce) intends for communities to use equitable and creative approaches to develop or expand shelter programs and bring people inside with a goal of exiting participants to permanent housing quickly.

Funds will be awarded for a three-year period: August 2020 to June 2023.

Program Requirements

1. Shelter program will enact strategies to ensure racially equitable access and racially equitable outcomes at exit.
2. Shelter rules and policies do not include pre-conditions for receiving shelter, and are narrowly focused on maintaining a safe environment for residents and the community and avoiding exits to unsheltered homelessness.
3. Shelter staff are trained on LGBTQ+ competency, racial equity and how to implement trauma informed care.
4. Shelter program provides outreach to unsheltered individuals.
5. Shelter program provides residents with housing stability focused services, including diversion and problem solving. Shelter programs connect shelter residents to mainstream services including behavioral health, chemical dependency, education or workforce training, employment services and permanent supportive housing.
6. Shelter must be available for occupancy by December 2020. In special circumstances, Commerce will consider approval of later occupancy dates. Commerce intends to recapture and redistribute funds for shelters not available for occupancy by the December deadline.
7. Shelter program is consistent with county local homeless housing plans.
8. Direct service providers must enter client data into the Homeless Management Information System.

Eligible Types of Shelter

For the purpose of this grant, shelter facilities are defined as:

- Emergency Shelter Facility: a building locally permitted to provide emergency shelter for people experiencing homelessness. Examples include: re-use of existing buildings and new buildings. This designation requires a certificate of occupancy issued by the local jurisdiction.
- Temporary Shelter Site: structure(s) or location locally permitted to provide temporary shelter for people experiencing homelessness. Tents or "tent cities" are an example of a temporary shelter. This designation requires use approval, as required by local jurisdiction. This could be conditional or temporary use permits, or a zoning letter stating approvals required.

Hotels, motels, dormitories and efficiency dwelling units or apartments are allowable types of shelter facilities. If an emergency shelter hotel/motel voucher model is used, programs must be able to ensure access to a set number of hotel/motel beds 365 days a year.

Given the context of COVID-19, traditional models of congregate shelter services may not be appropriate. For not only this reason, sites utilizing temporary shelter structures referred to as "tiny shelters" or "tiny homes" are allowable, in addition to other models that meet minimum standards of safety and dignity.

All shelters must implement applicable COVID-19 Washington State Department of Health recommendations and Centers for Disease Control and Prevention COVID-19 [Guidance](#) for Shared or Congregate Housing. Shelter facilities must obtain approval by the relevant local public health jurisdiction, Public Health Officer, County Medical Director or Department of Public Health Director prior to occupancy of shelter.

Eligible Costs

Commerce will reimburse for new beds¹ created on and after January 1, 2020.

Commerce will reimburse up to \$56 per day per net additional person sheltered above the baseline of shelter occupancy prior to the award of funding.

Eligible uses of funds include:

- Shelter operations including housing case management, navigation to other services, outreach related to bringing unsheltered individuals inside and efforts to address potential impacts of shelter on surrounding neighborhoods
 - Supporting shelter residents with move-in costs and other flexible funds are allowable costs, if those costs directly help participants exit homelessness and obtain housing. Flexible funds will be reimbursed as part of the \$56 per day reimbursement rate paid for people while in shelter.
- Shelter maintenance
- Capital improvements and construction
- Shelter rent and loan repayment

¹ Examples of new beds include tents converted to tiny shelters/homes, seasonal or temporary beds converted to permanent beds or nightly drop-in beds converted to 24-hour beds.

Commerce will reimburse up to \$10,000 per shelter bed prior to occupancy for costs associated with creating additional shelter capacity or improving existing shelters to improve occupancy rates and positive outcomes.

Eligible costs prior to occupancy include:

- Acquisition and construction
- Equipment
- Staff costs
- Other costs directly related to creating additional shelter capacity

Service Provision

Rules and Policies

Shelter programs must have realistic and clear expectations. Rules and policies must be narrowly focused on maintaining a safe environment for residents and the community and avoiding exits to homelessness. Shelter programs must have flexible intake schedules and require minimal documentation. At the minimum, people must not be screened out based on the following criteria²:

- Having little or no income
- Having poor credit or financial history
- Having poor or lack of rental history
- Having involvement with criminal justice system
- Having active or a history of alcohol and/or substance use*
- Having a history of victimization
- The type or extent of disability-related services or supports that are needed
- Lacking identification or proof of U.S. Residency Status
- Other behaviors that are perceived as indicating a lack of "housing readiness," including resistance to receiving services

Shelters must be oriented toward exiting to people to permanent housing, and may not have stay limits. Residents must not be exited to homelessness solely due to the number of days spent residing at shelter.

Shelter programs must not require participants to pay a share of rent.

Participants must not be terminated from the program for the following reasons:

- Failure to participate in supportive services or treatment programs
- Failure to make progress on a housing stability plan
- Alcohol and/or substance abuse in and of itself is not considered a reason for termination (does not apply to sobriety/recovery focused shelter)*

*Each county should provide access to shelter that is realistically accessible to the diversity of people experiencing unsheltered homelessness. For many people, sobriety-based shelter is appropriate as they work to address dependence. Research is clear that some people will not be able to maintain sobriety, even with the threat of becoming unsheltered, and as a result would be ejected into unsheltered homelessness if sobriety-based shelter is the only option. As a condition of receiving this funding, jurisdictions will be required to

² Shelter programs serving minors will follow guidance on shelter rules and policies from the Office of Homeless Youth.

provide shelter options that do not require sobriety as a condition of program enrollment proportionate to the requests for such placements.

Housing Stability Focused Services and Case Management

Housing case management is driven by the needs of the resident, is flexible, uses a strengths-based approach and is focused on obtaining housing.

Diversion and Problem-Solving

Diversion is a creative problem-solving approach to help people resolve their housing crisis, ideally before entering the crisis response system. Diversion uses exploratory conversations to help people identify realistic housing options based on their own resources. Diversion is often accompanied with short-term services including one-time financial assistance.

Diversion approaches will be utilized prior to program entry and throughout a resident's shelter stay.

Racially Equitable Access and Outcomes

Shelter programs must develop and implement strategies to prevent racial inequities in who is served and program outcomes. Strategies must include policies and procedures that promote:

- Hiring and promoting both frontline and management staff who reflect the racial, cultural and language demographics of the population being served
- Implementing inclusive programming by intentionally seeking and utilizing input from the population being served
- Working with HAU staff to develop measures of equitable outcomes and address disparities

Program Contact:

- Megan Kendig
- Email: megan.kendig@commerce.wa.gov

Program webpage:

<https://www.commerce.wa.gov/serving-communities/homelessness/office-of-family-and-adult-homelessness/shelter-program/>