

**TRANSMITTAL**

TO The Council	DATE 11-15-19	COUNCIL FILE NO.  18-0628
FROM Richard H. Llewellyn, Jr.	COUNCIL DISTRICT  Various	

At its meeting on October 31, 2019, the Homeless Strategy Committee (HSC) considered the attached report from the City Administrative Officer (CAO) relative to the State Homeless Emergency Aid Program (HEAP) – Third Quarterly Expenditure Report, Funding Recommendations, and State Reporting Requirements (Attachment A). Controller instructions to implement the recommendations are included as Attachment B.

The HSC recommends that the City Council, subject to the approval of the Mayor:

1. APPROVE the recommendations provided in the report (Attachment A) with the following correction:

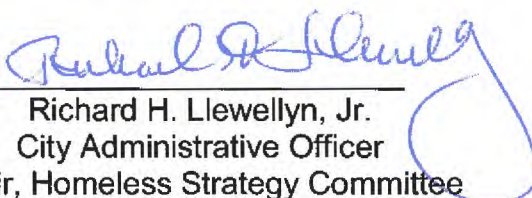
Replace recommendation 6.b with the following:

***b. C-133697 – City General Fund:***

- i. Revise contract amount to People Assisting the Homeless for operating costs at 515 N. Beacon Ave. through June 30, 2021 from the previously approved amount of \$1,870,999.35 to \$0.*

2. AUTHORIZE the Controller to implement the instructions provided in Attachment B.

Fiscal Impact: There is no additional impact to the General Fund as a result of the recommendations in the attached report. Sufficient funding is available within the Homeless Emergency Aid Program to support these recommendations.

  
 Richard H. Llewellyn, Jr.  
 City Administrative Officer  
 Chair, Homeless Strategy Committee

RHL:YC:MB:SRB:16200023

**Attachments:**

- A. CAO report dated October 25, 2019 – State Homeless Emergency Aid Program (HEAP) Third Quarterly Expenditure Report, Funding Recommendations, and State Reporting Requirements
- B. Controller Instructions to Implement Homeless Strategy Committee Recommendations

**OFFICE OF THE CITY ADMINISTRATIVE OFFICER**

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Date: October 25, 2019

CAO File No. 0220-05151-0157

Council File No. 18-0628

Council District: All

To: The Homeless Strategy Committee

From: Richard H. Llewellyn, Jr., City Administrative Officer

Reference: State of California Homeless Emergency Aid Program

Subject: **State Homeless Emergency Aid Program (HEAP) – Third Quarterly Expenditure Report (July 1 – September 30, 2019), Funding Recommendations, and State Reporting Requirements**

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**SUMMARY**

This is the third quarterly expenditure report on the City's \$85,013,607 State of California Homeless Emergency Aid Program (HEAP) grant award (July 1 – September 30, 2019). The grant has strict commitment and expenditure deadlines: 50 percent of funds must be obligated by January 1, 2020; and 100 percent must be expended by June 30, 2021. This report provides the status of HEAP commitments and expenditures through September 30, 2019. It also provides recommendations to: effectuate two (2) Council motions relative to HEAP funding for Skid Row (C.F. 19-1195 and 19-1199); recognize and allocate interest earned on HEAP proceeds to support A Bridge Home projects; and amend previously approved actions to implement HEAP and A Bridge Home allocations. Lastly, this report describes HEAP annual reporting requirements.

**RECOMMENDATIONS**

That the Homeless Strategy Committee review the following recommendations and forward to the Mayor and City Council for consideration:

1. Recognize \$915,166.34 in interest earned on the Homeless Emergency Aid Program grant receipts in Fund 60P, RSRC 4903, and allocate within Fund 60P as follows:
  - a. \$736,399.35 to Activity Category 1 - Capital and Operating Support -- A Bridge Home;
  - b. \$11,839.99 to Activity Category 4 -- Youth Set-Aside; and
  - c. \$166,927 to Activity Category 5 -- Administrative Costs.

2. Approve the following funding from the Homeless Emergency Aid Program grant in the amount of \$3,266,411.69:
  - a. \$736,399.35 from Activity Category 1 - Capital and Operating Support - A Bridge Home to support operation costs at the A Bridge Home site located at 515 N. Beacon St.;
  - b. \$2,150,000 from Activity Category 2 – Capital and Operating Support – Skid Row:
    - i. \$500,000 for St. Vincent de Paul to expand restroom access through June 30, 2021;
    - ii. \$150,000 for Homeless Healthcare to provide two (2) Community Ambassadors for the Bin and the ReFresh Spot for 12 months;
    - iii. \$1,500,000 for the Downtown Women’s Center to provide rapid re-housing and related services to approximately 150 women in the Skid Row community through June 30, 2021; and
  - c. \$213,085.34 from Activity Category 4 – Youth Set-Aside to support leasing costs to establish 30 new beds for transition-aged youth at the A Bridge Home site located at 1215 Lodi Place; and
  - d. \$166,927 from Activity Category 5 – Administrative Costs for the City Attorney to increase support for A Bridge Home leases.
3. Reprogram the previously approved funds for accounting support in the amount of \$11,066 from Fund 60P to the City Administrative Officer General Fund No. 100, Salaries General account.
4. To effectuate approved recommendations from the HEAP Second Quarterly Expenditure Report:
  - a. Reduce appropriations in the amount of \$325,000 in Fund No. 100/10, Account No. 003040, Contractual Services; and
  - b. Transfer appropriations in the amount of \$325,000 within Fund No. 60P/10 from Account No. 10S110, City Administrative Officer to Activity Category 4 – Youth Set-Aside.
5. Recommendations for the A Bridge Home site located at 515 N. Beacon St. as a result of Measure H support for this project and the use of interest earnings to for operations:
  - a. Revert appropriations to the Additional Homeless Services line item within the General City Purposes Fund in the amount of \$1,870,999.35; and
  - b. Reduce appropriations to Fund 10A/43 Bridge Home Operations – PATH – Beacon Ave. by \$1,134,600 to \$1,061,400.
6. Instruct the General Manager, Housing and Community Investment Department, to amend contracts with the Los Angeles Homeless Services Authority to reflect additional services and funding:
  - a. C-133135 – Homeless Emergency Aid Program Grant:
    - i. Volunteers of America to purchase furniture, fixtures and equipment for the

bridge housing facility at 2817 South Hope Street - \$84,100 (funding approved in the HEAP Second Quarterly Expenditure Report);

- ii. St. Vincent de Paul to expand restroom access through June 30, 2021 - \$500,000;
- iii. Homeless Healthcare to provide two (2) Community Ambassadors for the Bin and the ReFresh Spot for 12 months - \$150,000; and
- iv. Downtown Women's Center for rapid re-housing and related services to approximately 150 women in the Skid Row community through June 30, 2021 - \$1,500,000;
- v. Revise contract amount to People Assisting the Homeless for operating costs at 515 N. Beacon Ave. through June 30, 2021 from the previously approved amount of \$325,000.65 to \$1,061,400.

b. C-126258 – City General Fund:

- i. Revise contract amount to People Assisting the Homeless for operating costs at 515 N. Beacon Ave. through June 30, 2021 from the previously approved amount of \$1,870,999.35 to \$0.

7. Authorize the City Administrative Officer to:

- a. Prepare Controller instructions or make any necessary technical adjustments consistent with the Mayor and Council action in this matter, and authorize the Controller to implement these instructions; and
- b. Prepare any additional Controller instructions to reimburse City Departments for their accrued labor, material or permit costs related to projects in this report consistent with the Mayor and Council action on this matter, and authorize the Controller to implement these instructions.

## DISCUSSION

### Status of HEAP Expenditures

As of September 30, 2019, a total of \$22,156,882.86, or 26 percent, of the City's HEAP allocation had been expended. Table 1 summarizes these expenditures by Activity Category and Attachment 1 provides additional detail.

### Status of HEAP Commitments

HEAP funds in the amount of \$81,557,778.65, or 96 percent, have been committed, and \$3,455,828.35 remains uncommitted through September 30, 2019. Table 1 summarizes this information by Activity Category and Attachment 1 provides additional detail.



**Table 1. Status of HEAP Commitments and Expenditures through September 30, 2019**

Activity Category		Amount	Total Funds Committed	Uncommitted Funds Remaining	Expended
1	Capital and Operating Support – A Bridge Home	\$51,404,797.65	\$51,404,797.65	\$0.00	\$18,870,187.12
2	Capital and Operating Support – Skid Row	\$20,000,000.00	\$16,745,417.00	\$3,254,583.00	\$455,853.72
3	Capital, Operating, Services – Citywide	\$7,998,325.00	\$7,998,325.00	\$0.00	\$1,484,857.25
4	Youth Set-Aside	\$3,925,680.35	\$3,724,435.00	\$201,245.35	\$1,032,479.77
5	Administrative Costs	\$1,684,804.00	\$1,684,804.00	\$0.00	\$313,505.00
<b>Total</b>		<b>\$85,013,607.00</b>	<b>\$81,557,778.65</b>	<b>\$3,455,828.35</b>	<b>\$22,156,882.86</b>

#### Additional Proposed HEAP Commitments – Skid Row

Two motions were introduced on October 4, 2019 to commit additional HEAP funds from Activity Category 2 – Capital and Operating Support – Skid Row (HEAP Category 2):

1. Motion (Huizar – Bonin; C.F. 19-1195) instructs the City Administrative Officer to submit a request to the Homeless Strategy Committee to commit \$650,000 from HEAP Category 2. The Motion requests \$500,000 to further expand restroom and shower access at St. Vincent de Paul through June 30, 2021, with added staffing and capital improvements. If this funding is approved, St. Vincent de Paul will receive a total of \$766,000 in HEAP funds for this program. The Motion also recommends \$150,000 for Homeless Healthcare to hire and employ two (2) Community Ambassadors for the Bin and the ReFresh Spot to act as social services liaisons to residents in the community for 12 months (Attachment 2).
2. Motion (Huizar – Bonin; C.F. 19-1199) instructs the City Administrative Officer to submit a request to the Homeless Strategy Committee to commit \$1,500,000 from HEAP Category 2 for the Downtown Women's Center to provide rapid re-housing and services for approximately 150 women in Skid Row through June 30, 2021 (Attachment 3).

#### Interest Earned on HEAP Deposits

The City has earned \$915,166.34 in interest from its HEAP allocation as of September 30, 2019. The State requires that all interest proceeds be used for HEAP-eligible activities. Consistent with Health and Safety Code Section 50214 (b), no more than five (5) percent of the total HEAP allocation plus interest proceeds may be used for general administrative purposes, and at least five (5) percent must be allocated to establishing or expanding services for youth experiencing homelessness or at risk of homelessness. The recommendations below are consistent with State regulations.

#### Funding Needed to Implement A Bridge Home Projects

##### City Attorney Staffing

The Office of the City Attorney prepares leases with property owners and service providers for A Bridge Home Program implementation. In order to absorb this additional workload and enable the

City to execute these leases in a timely manner, the City Attorney will reassign one (1) Deputy City Attorney III to the Real Estate Division for the duration of the A Bridge Home construction/leasing process. This Office recommends \$166,927 to support this position from December 1, 2019 through June 30, 2020 from Activity Category 5 – Administrative Costs (interest earned). In November 2019, the City Administrative Officer (CAO) and Chief Legislative Analyst will report with recommendations to implement the State of California Homeless, Housing, Assistance, and Prevention (HHAP) Program, including recommendations to consider funding this position in Fiscal Year 2020-21.

*Services Funding for 1215 Lodi Place*

The Mayor and Council have approved a Motion (O'Farrell – Ryu; C.F. 19-0877) instructing Department of General Services (GSD) to negotiate and report with recommendations to lease the property located at 1215 Lodi Place to establish new bridge housing beds for 30 women and 30 Transition Aged Youth. This Office recommends committing \$213,085.34 from Activity Category 4 – Youth Set-Aside (HEAP Category 4) toward leasing costs for the youth portion of this project. These funds are available from uncommitted funds in HEAP Category 4 (\$201,603.34) and HEAP earned interest proceeds (\$11,839.99). GSD will provide recommendations to the Municipal Facilities Committee regarding lease terms, including the full lease amount in November 2019.

*Services Funding for 515 N. Beacon Street*

The HEAP Second Quarterly Expenditure Report recommendations, approved by the Mayor and Council on August 16, 2019, allocated \$2,196,000 from HEAP Category 1 (\$325,000.65) and the Additional Homeless Services line item within the General City Purposes (GCP) fund (\$1,870,999.35) to operate the A Bridge Home site located at 515 N. Beacon Street in Council District (CD) 15 for 12 months. This facility has 100 beds, 62 of which are included in the Los Angeles County commitment to support operating costs for 600 beds for three (3) years with Measure H revenue. Measure H will fund these 62 beds at \$50/bed/night, requiring a City commitment of \$10/bed/night for the 62 beds. \$60 per bed per night is also needed for the remaining 38 beds outside of the County's commitment. As such, total operating funding for 12 months for this site should be reduced from \$2,196,000 to \$1,061,400.

This Office was instructed to use HHAP Program funding, if feasible, instead of the General Fund for these services when the funds become available. Given that interest earnings are available, we now recommend reverting the full GCP allocation of \$1,870,999.35 and instead using \$736,399.35 in HEAP interest proceeds to support the full revised cost of operations, increasing HEAP funding for this site from \$325,000.65 to \$1,061,400.

Other Corrections and Adjustments

This report includes the following three (3) additional recommendations needed to implement previously approved actions by the Mayor and Council:

1. In the HEAP Second Quarterly Expenditure Report, \$325,000 from HEAP Category 4 was reprogrammed to HEAP Category 1, to fund services because the intended A Bridge Home site became infeasible. These funds were previously appropriated to the CAO's Contractual Services Account. The reprogramming recommendation omitted an instruction to revert the funding from the CAO's contractual services account to the HEAP Fund. This report provides the necessary instruction to reprogram the funds.

2. Funding in the amount of \$84,100 for Volunteers of America to purchase furniture, fixtures, and equipment for the bridge housing facility at 2817 South Hope Street was also approved in the HEAP Second Quarterly Expenditure Report. Authority is needed for the Housing and Community Investment Department to amend the Los Angeles Homeless Services Authority's HEAP contract to add this funding. This report provides the necessary recommendation to authorize the contract amendment.
3. In November 2018, the Mayor and Council approved \$11,066 in HEAP funds for CAO staff overtime for program accounting support. The CAO has determined that these funds should be used for regular salary costs instead. As such, this report recommends approval to transfer these funds from Fund 60P to the CAO's Salaries General account in Fund 100.

#### HEAP Commitments and General Fund Balances if Report Recommendations are Approved

If the recommendations in this report are approved, a total of \$84,824,190.34, or 99 percent of the HEAP allocation (including interest) will be committed. The uncommitted funds balance will decrease to \$1,104,583. Table 2 below summarizes this information.

**Table 2. Status of HEAP Commitments and Expenditures if Report Recommendations are Approved**

Activity Category		Amount	Total Funds Committed	Uncommitted Funds Remaining	Expended
1	Capital and Operating Support – A Bridge Home*	\$52,141,197.00	\$52,141,197.00	\$0.00	\$18,870,187.12
2	Capital and Operating Support – Skid Row	\$20,000,000.00	\$18,895,417.00	\$1,104,583.00	\$455,853.72
3	Capital, Operating, Services -- Citywide	\$7,998,325.00	\$7,998,325.00	\$0.00	\$1,484,857.25
4	Youth Set-Aside*	\$3,937,520.34	\$3,937,520.34	\$0.00	\$1,032,479.77
5	Administrative Costs*	\$1,851,731.00	\$1,851,731.00	\$0.00	\$313,505.00
<b>Total</b>		<b>\$85,928,773.34</b>	<b>\$84,824,190.34</b>	<b>\$1,104,583.00</b>	<b>\$22,156,882.86</b>

\* Includes \$915,166.34 of interest earned through September 30, 2019.

Upon approval of the recommendations in this report, the balances in the FY 2018-19 and FY 2019-20 and General Fund allocations for homeless services will be as follows:

- Remaining Balance of the Unappropriated Balance, Homeless Services Program (FY 2018-19): \$0;
- Remaining Balance of the General City Purposes – Crisis and Bridge Housing Fund (FY 2018-19): \$0; and
- Remaining Balance of the General City Purposes – Additional Homeless Services Fund (FY 2019-20) - \$6,955,253.35.

#### HEAP Reporting Requirements

The State of California has released HEAP reporting forms and instructions. HEAP grantees must complete and submit reports for three reporting periods as detailed in Table 3 below.

**Table 3. HEAP Reporting Periods and Due Dates**

<b>Reporting Period</b>	<b>Due Date</b>
September 1, 2018 – September 30, 2019	January 1, 2020
October 1, 2019 – September 30, 2020	January 1, 2021
October 1, 2020 – June 30, 2021	September 30, 2021

The reporting template is divided into five major sections:

1. Expenditure Summary;
2. Expenditure Detail;
3. Outcomes;
4. Demographics;
5. Qualitative Assessment.

The report requires extensive expenditure, commitment, and performance data by program or project type, population, or demographic element. This Office will release reporting instructions to City departments with HEAP allocations and the Los Angeles Homeless Services Authority (LAHSA) prior to November 1, 2019. We will work closely with these departments and LAHSA to collect the data required to prepare and submit the first report to the State no later than January 1, 2020. This report will be included in the HEAP Fourth Quarterly Expenditure Report in January 2020.

#### **FISCAL IMPACT**

There is no impact to the General Fund as a result of the recommendations in this report. Sufficient funding is available within the Homeless Emergency Aid Program to support the recommendations in this report.

#### **Attachments:**

1. HEAP Funding Commitments and Expenditures through September 30, 2019
2. Motion (Huizar – Bonin; C.F. 19-1195) Proposing Funds for Restrooms and Ambassadors in Skid Row
3. Motion (Huizar – Bonin; C.F. 19-1199) Proposing Funds for Rapid Re-housing for Women in Skid Row

RHL:YC:MB:SRB:16200022

Attachment 1 - HEAP Funding Commitments and Expenditures through September 30, 2019

Activity Category Ref. No.	Agency	Commitment	Description	Council District	Council File No.	Total HEAP Commitment	September 2019 Expenditures to Date
AC-1-1	BOE/GSD	1533 Schrader Blvd A Bridge Home	70 beds of interim housing to be constructed by the City on City-owned land. Funds allocated for capital and operating support.	13	18-0352	\$ 2,092,861.00	\$ 1,655,157.70
AC-1-2	BOE	1533 Schrader Blvd A Bridge Home	Furniture, fixtures and Equipment to be purchased by the Bureau Of Engineering	13	18-0628; 12/18 Rpt	\$ 230,344.00	\$ 230,344.00
AC-1-3	LAHSA (PATH)	1533 Schrader Blvd A Bridge Home	Furniture, fixtures and Equipment to be purchased by People Assisting the Homeless (facility operator)	13	18-0628; 12/18 Rpt	\$ 88,557.00	\$ 65,610.13
AC-1-4	BOE/GSD	Interim Housing on the U.S. Department of Veterans Affairs (VA) Westwood Campus	100 beds interim housing. The City and County of Los Angeles are jointly funding construction, the VA will fund the services for 36 months	11	18-0510	\$ 2,184,989.00	\$ 1,464,644.31
AC-1-5	BOE	City Bureau of Engineering (BOE) A Bridge Home Pre-development Costs	BOE consultations services to perform CEQA analysis and design services for proposed bridge housing facilities to be constructed by the City	Multiple	18-0628; 10/18 Rpt	\$ 1,600,000.00	\$ 650,531.86
AC-1-6	GSD	General Services Department (GSD) A Bridge Home Pre-development Costs	GSD contractual services, construction materials for proposed bridge housing facilities to be constructed by the City, vehicle leasing costs, consultant services, clerk	Multiple	18-0528; 10/18 Rpt	\$ 238,460.00	\$ 180,112.62
AC-1-7	BOE/GSD	5965 St. Andrews Place A Bridge Home	100 beds of interim housing to be constructed by the City on City-owned land	8	18-0654	\$ 3,000,000.00	\$ 2,855,529.24
AC-1-8	BOE/GSD	100 Sunset Avenue A Bridge Home	154 beds of interim housing to be constructed by the City on land owned by the Los Angeles County Metropolitan Transit Authority	11	18-0510	\$ 815,011.00	\$ 496,610.90
AC-1-9	BOE/GSD	2316 Imperial Highway A Bridge Home	100 beds of interim housing to be constructed by the City on land owned by the Housing Authority of the City of Los Angeles	15	18-0551	\$ 3,000,000.00	\$ 3,000,000.00
AC-1-10	LAHSA	12860 Arroyo Street (Sylmar Armory) A Bridge Home	Two (2) years operating funding for 85 beds of trauma-informed interim housing for women being developed in partnership with the County of Los Angeles.	7	18-0927	\$ 3,000,000.00	\$ -
AC-1-11	HCIO	Los Angeles LGBT Center's McCadden Plaza Senior Housing Project	Gap financing for construction of senior housing by the Los Angeles LGBT Center	4	18-0628; 12/18 Rpt	\$ 2,300,000.00	\$ -
AC-1-12	GSD	El Pueblo A Bridge Home	Funds to support City rental costs for modular trailer buildings at the 45-bed interim housing site located at the El Pueblo Historical Monument	14	18-0628; 12/18 Rpt	\$ 201,250.00	\$ -
AC-1-13	LAHSA (TPC)	El Pueblo A Bridge Home	Furniture, fixture, equipment to be purchased by The People Concern (facility operator) for the 45-bed interim housing site at the El Pueblo Historical Monument	14	18-0628; 12/18 Rpt	\$ 75,000.00	\$ 18,750.00
AC-1-14	BOE/GSD	625 La Fayette Place and 1819 S. Western A Bridge Home	70 beds of interim housing to be constructed by the City on City-owned land.	10	18-0392	\$ 7,097,779.00	\$ -
AC-1-15	CAO (County)	7621 Canoga Blvd.	100 beds of interim housing being established in partnership with the County of Los Angeles	3	18-0820	\$ 4,300,000.00	\$ 4,300,000.00
AC-1-16	CAO (Aviva)	Aviva Family and Children's Services Female Transition Aged Youth (TAY) Bridge Housing Beds	Capital to rehabilitate a building to provide 42 Children's Services for female TAY for Children's transition aged youth who are homeless or at risk of homelessness	4	18-0628; 12/18 Rpt	\$ 700,000.00	\$ -
AC-1-17	BOE/GSD	2817 Hope Street A Bridge Home	100 beds of interim housing to be constructed by the City on City-owned land	9	18-0750	\$ 5,799,535.00	\$ 391,488.52
AC-1-18	LAHSA (VOALA)	2817 Hope Street A Bridge Home	Furniture, fixtures, and equipment to be purchased by Volunteers of America Los Angeles for the 100-bed interim housing site at 2817 Hope Street	9	18-0750	\$ 280,340.00	\$ -



Attachment 1 - HEAP Funding Commitments and Expenditures through September 30, 2019

Activity Category Ref. No.	Agency	Commitment	Description	Council District	Council File No.	Total HEAP Commitment	September 2019 Expenditures to Date
AC-1-19	BOE/GSD	515 North Beacon Street A Bridge Home	102 beds of interim housing to be constructed by the City on City-leased land	15	18-0651-S3	\$ 891,890.00	\$ 217,852.10
AC-1-20	BOE/GSD	1533 Schrader Blvd A Bridge Home	70 beds of interim housing to be constructed by the City on City-owned land (additional capital only)	13	18-0628; 04/19 Rpt	\$ 1,063,666.00	\$ 1,063,666.00
AC-1-21	BOE/GSD	5965 St. Andrews Place A Bridge Home	100 beds of interim housing to be constructed by the City on City-owned land (additional capital only)	8	18-0628; 04/19 Rpt	\$ 1,607,519.00	\$ 1,466,098.21
AC-1-22	BOE/GSD	2316 Imperial Highway A Bridge Home	100 beds of interim housing to be constructed by the City on land owned by the Housing Authority of the City of Los Angeles (additional capital only)	15	18-0628; 04/19 Rpt	\$ 1,452,161.00	\$ 813,791.53
AC-1-23	BOE/GSD	Interim Housing on the U.S. Department of Veterans Affairs (VA) Westwood Campus	100 beds interim housing. The City and County of Los Angeles are jointly funding construction, the VA will fund the services for 36 months (additional capital only)	11	18-0628; 04/19 Rpt	\$ 235,125.00	\$ -
AC-1-24	LAHSA	5965 St. Andrews Place A Bridge Home	100 beds of interim housing to be constructed by the City on City-owned land (operating only)	8	18-0628; 04/19 Rpt	\$ 674,000.00	\$ -
AC-1-25	LAHSA	2316 Imperial Highway A Bridge Home	100 beds of interim housing to be constructed by the City on land owned by the Housing Authority of the City of Los Angeles (operating only)	15	18-0628; 04/19 Rpt	\$ 667,000.00	\$ -
AC-1-26	LAHSA	2817 Hope Street A Bridge Home	100 beds of interim housing to be constructed by the City on City-owned land (operating only)	9	18-0628; 04/19 Rpt	\$ 637,350.00	\$ -
AC-1-27	LAHSA	100 Sunset Avenue A Bridge Home	154 beds of interim housing to be constructed by the City on land owned by the Los Angeles County Metropolitan Transit Authority (operating only for the 100 adult-bed subset)	11	18-0628; 04/19 Rpt	\$ 3,642,000.00	\$ -
AC-1-28	LAHSA	1819 S. Western A Bridge Home	18 beds of interim housing to be constructed by the City on City-owned land (operating only)	10	18-0628; 04/19 Rpt	\$ 655,560.00	\$ -
AC-1-29	LAHSA	625 La Fayette Place A Bridge Home	70 beds of interim housing to be constructed by the City on City-owned land (operating only)	10	18-0628; 04/19 Rpt	\$ 2,549,400.00	\$ -
AC-1-30	LAHSA	515 North Beacon Street A Bridge Home	102 beds of interim housing to be constructed by the City on City-leased land (operating only)	15	18-0628; 07/19 Rpt	\$ 325,000.65	\$ -
<b>AC-1 Subtotal</b>						<b>\$ 51,404,797.65</b>	<b>\$ 18,870,187.12</b>
AC-2-1	BPW	Hygiene Services - Skid Row	Expand Pit Stop Program in Skid Row including adding one additional site and a dedicated mobile shower	14	18-0628; 12/18 Rpt	\$ 1,941,296.00	\$ 193,253.72
AC-2-2	LAHSA (DWC)	Interim Housing - Skid Row	Operating costs for 24 overnight shelter beds for women in the Skid Row area of downtown Los Angeles	14	18-0628; 12/18 Rpt	\$ 350,400.00	\$ 87,600.00
AC-2-3	BPW	Hygiene Services - Skid Row	New sidewalk sweeping and litter abatement program in Skid Row	14	18-0628; 12/18 Rpt	\$ 2,000,000.00	\$ -
AC-2-4	GSD	Interim Housing at 1426 Paloma	Leasing expenses for 36 months to establish 119 interim housing beds at 1426 Paloma in Skid Row in partnership with the County of Los Angeles	14	18-0628; 12/18 Rpt	\$ 1,333,178.00	\$ 175,000.00
AC-2-5	LAHSA	The Bin - Tenant Improvements	Tenant improvements for the new location of The Bin voluntary storage facility at 538 San Pedro St.	14	18-0628; 04/19 Rpt	\$ 593,250.00	\$ -
AC-2-6	LAHSA	Homeless Engagement Teams (2) - Skid Row	Two (2) two-person Homeless Engagement Teams (HETs) dedicated to Skid Row	14	18-0628; 04/19 Rpt	\$ 779,000.00	\$ -
AC-2-7	LAHSA (TPC)	Hygiene Services - Skid Row (The People Concern)	Shower and restroom access 24 hours/day, 7 days/week next to The Bin through The People Concern	14	18-0628; 04/19 Rpt	\$ 750,000.00	\$ -



Attachment 1 - HEAP Funding Commitments and Expenditures through September 30, 2019

Activity Category Ref. No.	Agency	Commitment	Description	Council District	Council File No.	Total HEAP Commitment	September 2019 Expenditures to Date
AC-2-B	LAHSA (SVDP)	Hygiene Services - Skid Row (St. Vincent de Paul)	Expand restroom access at St. Vincent de Paul	14	18-0628; 04/19 Rpt	\$ 266,000.00	\$ -
AC-2-9	GSD	Drinking Fountains - Skid Row	Purchase and install five drinking fountains at Pit Stop locations in Skid Row	14	18-0628; 04/19 Rpt	\$ 250,000.00	\$ -
AC-2-10	LASAN	Sharps Disposal - Skid Row	install and service six (6) sharps collection boxes in Skid Row, located at 4 Pit Stop locations, The Bln, and the ReFresh Spot	14	18-0628; 04/19 Rpt	\$ 60,000.00	\$ -
AC-2-11	LAHSA (SA)	Family Interim Housing - Zahn Center (Salvation Army)	Expand emergency housing for families at its Zahn Center located in Downtown LA	14	19-0647, 18-0628; 07/19 Rpt	\$ 1,600,000.00	\$ -
AC-2-12	LAHSA (TPC)	Regional Coordination (The People Concern)	Provide flexible "move-in" funding to facilitate housing 150 people from Skid Row and from the A Bridge Home locations that serve the areas adjacent to Skid Row at El Puente and 1426 Paloma Street	14	19-0647, 18-0628; 07/19 Rpt	\$ 1,500,000.00	\$ -
AC-2-13	LAHSA (LA Mission)	Hygiene Services - Skid Row (LA Mission)	Two years' operation funding for shower access and public bathroom 24/7	14	19-0647	\$ 700,000.00	\$ -
AC-2-14	BPW	Hygiene Services - Skid Row	Expand Pit Stop Program to staff Gladys Park APT 24/7	14	19-0647, 18-0628; 07/19 Rpt	\$ 307,081.00	\$ -
AC-2-15	BOE/GSD	Hygiene Services - Skid Row	Develop ReFresh Spot at 544 Towne Ave. (\$3.2M)	14	19-0644	\$ 3,187,534.00	\$ -
AC-2-16	GSD	Hygiene Services - Skid Row	ReFresh Spot Leasing Costs	14	19-0644	\$ 1,127,678.00	\$ -
AC-2-17	LAHSA (SVDP)	Hygiene Services - Skid Row (St. Vincent de Paul)	Expand restroom access at St. Vincent de Paul (add staff and capital improvements)	14	19-1195	Pending in Council	\$ -
AC-2-18	LAHSA (Homeless Healthcare)	Community Ambassadors - Skid Row	Two (2) Community Ambassadors for the Bln and the ReFresh Spot to act as social service liaisons to the Skid Row community	14	19-1195	Pending in Council	\$ -
AC-2-19	LAHSA	Rapid Re-housing for Women - Skid Row	Rapid re-housing and services for approximately 150 women in Skid Row	14	19-1199	Pending in Council	\$ -
<b>AC-2 Subtotal</b>						<b>\$ 16,745,417.00</b>	<b>\$ 455,853.72</b>
AC-3-1	CAD	Real Estate Evaluation Services	Contract with County DHS for real estate evaluation and rehabilitation services related to privately owned buildings proposed as bridge housing facilities	Multiple	18-0628; 10/18 Rpt	\$ 100,000.00	\$ -
AC-3-2	BPW	Hygiene Services - Citywide	Expand Pit Stop Program outside of Skid Row, including add 5 mobile pit stops and mobile shower services	Multiple	18-0628; 12/18 Rpt	\$ 4,554,161.00	\$ 570,802.56
AC-3-3	CAO	Modular Hygiene Trailer - Sherman Way Navigation Center	Purchase hygiene trailer for City-sponsored storage and navigation center for persons experiencing homelessness	2	18-0628; 12/18 Rpt	\$ 400,000.00	\$ 229,342.54
AC-3-4	LAHSA	Multi-disciplinary Outreach Team Operations	Continue Multi-Disciplinary Team operations	8	18-0628; 12/18 Rpt	\$ 450,000.00	\$ 112,500.00
AC-3-5	LAHSA	Multi-disciplinary Outreach Team Operations	Establish a new Multi-Disciplinary Team	9	18-0628; 12/18 Rpt	\$ 340,000.00	\$ 85,000.00
AC-3-6	LAHSA	Family Navigation Services	Staff and supplies to support navigation and supportive services for homeless families	7	18-0628; 12/18 Rpt	\$ 450,000.00	\$ 112,500.00
AC-3-7	LAHSA	Services to Homeless Families Living in Motels	Resources dedicated to case management and coordinator services to families living in hotels and motels on Sepulveda Blvd	6	18-0628; 12/18 Rpt	\$ 650,000.00	\$ 162,500.00
AC-3-8	LAHSA	Capacity Building	Expand capacity of North Valley Carling Services	7	18-0628; 12/18 Rpt	\$ 114,568.00	\$ 28,642.00

Attachment 1 - HEAP Funding Commitments and Expenditures through September 30, 2019

Activity Category Ref. No.	Agency	Commitment	Description	Council District	Council File No.	Total HEAP Commitment	September 2019 Expenditures to Date
AC-3-9	LAHSA	Diversion Services for Families at Risk of Homelessness	Eight Diversion/Rapid Resolution specialists at City FamilySource Centers for 2 years	Multiple	18-0628; 12/18 Rpt	\$ 540,000.00	\$ 83,671.15
AC-3-10	LAHSA (Shower of Hope)	Mobile Showers	Expand mobile shower services	1	18-0628; 12/18 Rpt	\$ 399,596.00	\$ 99,899.00
<b>AC-3 Subtotal</b>						\$ 7,998,325.00	\$ 1,484,857.25
AC-4-1	HCID	Los Angeles LGBT Center at Anita May Rosenstein Campus Youth Supportive Housing	Gap financing for construction of 25 units of permanent supportive housing for homeless Transition Aged Youth (TAY)	4	16-0345	\$ 450,000.00	\$ -
AC-4-2	CAO (Aviva)	Aviva Family and Children's Services Female Transition Aged Youth (TAY) Bridge Housing Beds	Capital to rehabilitate a building to provide 42 Children's Services for female TAY for Children's transition aged youth who are homeless or at risk of homelessness	4	18-0628; 12/18 Rpt	\$ 1,307,755.00	\$ 1,032,479.77
AC-4-3	CAO	Interim Housing for Youth	Down payment for Venice Community Housing to purchase property being leased for the Roots to Grow program	11	18-0628	Reprogrammed	\$ -
AC-4-4	LAHSA	100 Sunset Avenue A Bridge Home	154 beds of interim housing to be constructed by the City on land owned by the Los Angeles County Metropolitan Transit Authority (operating only for 54 youth-bed subset)	11	18-0628; 4/19 Rpt	\$ 1,966,680.00	\$ -
<b>AC-4 Subtotal</b>						\$ 3,724,435.00	\$ 1,032,479.77
AC-5-1	LAHSA	Diversion Services for Families at Risk of Homelessness	Eight Diversion/Rapid Resolution specialists at City FamilySource Centers for 2 years	Multiple	18-0628; 12/18 Rpt	\$ 164,599.00	\$ 4,403.74
AC-5-2	GSD	GSD Bridge Housing Administrative Costs	GSD staffing, consultant and equipment costs associated with implementing approved bridge housing facilities, Senior Real Estate Officer	Multiple	18-0628; 10/18 Rpt	\$ 124,612.00	\$ 54,188.64
AC-5-3	CAO	City Administrative Officer (CAO) Administrative Costs	CAO HEAP Grant accounting costs	Multiple	18-0628; 10/18 Rpt	\$ 11,066.00	\$ -
AC-5-4	LAHSA	Administrative Costs	Los Angeles Homeless Services Authority (LAHSA) costs associated with administering funds	Multiple	18-0628	\$ 227,056.00	\$ 56,764.00
AC-5-5	BPW	Administrative Costs	Public Works costs associated with administering the Pit Stop Program	Multiple	18-0628; 12/18 Rpt	\$ 315,000.00	\$ 48,255.68
AC-5-6	GSD	Administrative Costs	GSD for staff costs for four positions to expedite A Bridge Home projects	Multiple	18-0628; 12/18 Rpt	\$ 253,471.00	\$ -
AC-5-7	CAO	Administrative Costs	Matching funds for the United Way of Greater Los Angeles' Homelessness Policy Fellowship Program	8	18-0628; 12/18 Rpt	\$ 45,000.00	\$ -
AC-5-8	MOCHI	Administrative Costs	Three new positions supporting A Bridge Home implementation and street strategy coordination in the Mayor's Office of City Homeless Initiatives	Multiple	18-0628; 12/18 Rpt	\$ 544,000.00	\$ 149,892.94
<b>AC-5 Subtotal</b>						\$ 1,684,804.00	\$ 313,505.00
<b>Grand Totals</b>						\$ 81,557,778.65	\$ 22,156,882.86
<b>As a Percent of Total Grant</b>						96%	26%

## MOTION

HOMELESSNESS AND POVERTY

There is a homelessness crisis in the City of Los Angeles. According to the 2019 Point-in-time Homeless Count, there are approximately 36,300 homeless individuals in the City of Los Angeles of which 1,974 are sheltered and 2,783 are unsheltered and experiencing homelessness in Skid Row. To address this need, the City of Los Angeles has received \$85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP) of which \$20 million is allocated for Skid Row. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

Council District 14 with the Mayor's Office of City Homeless Initiatives, and in collaboration with the Skid Row Community, have been working to develop strategies for the one-time HEAP funding that reflect the immediate needs in Skid Row, leverage investments, and have impact in the area. Among these strategies is the provision of basic health and hygiene facilities, such as bathrooms and showers. In addition, the hiring of Community Ambassadors to help residents navigate community-based and government social services is also identified by service providers and community members as a high priority.

HEAP funding of \$500,000 is requested for St. Vincent de Paul to expand restroom and shower access. On June 14, 2019, Council approved directing \$266,000 for restroom and shower access for two years. St. Vincent has revised its proposal to expand access and hours to hygiene services for an estimated additional 180 people a day. In addition, a \$150,000 is requested for two Community Ambassadors for the Bin and ReFresh Spot. These Community Ambassadors will act as social service liaisons to residents in the Skid Row Community and be trained to help residents navigate community-based and government social services programs. With lived experience, Ambassadors would engage residents throughout the neighborhood and provide safe passage for residents to travel safely to and from the ReFresh Spot and the Bin.

To address the needs in Skid Row, Council should allocate HEAP funds to the activities described below:

- From the \$20 million Capital and Operating Support for Short Term Housing Interventions, Capital for Permanent Housing, and Homeless Services in Skid Row Area of Los Angeles line item, allocate:

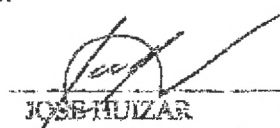
- \$500,000 in funding to St. Vincent de Paul for Restroom and Shower Access;
- \$150,000 in funding for two service Ambassadors for the Bin and ReFresh Spot;

Approximately \$7.5 million remains available in this category.

**I THEREFORE MOVE** that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review a funding request for \$650 thousand to utilize State Homeless Emergency Aid (HEAP) funds for various programs in the Skid Row Area including shower and restroom access and community ambassadors, as further detailed in the text of this Motion;

**I FURTHER MOVE** that the Council instruct the CAO to submit HSC's recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY:

  
JOSE HUIZAR  
Councilmember, 14<sup>th</sup> District

SECONDED BY:





**MOTION**

**HOMELESSNESS AND POVERTY**

There is a homelessness crisis in the City of Los Angeles. According to the 2019 Point-in-time (PIT) Homeless Count, there are approximately 36,300 homeless individuals in the City of Los Angeles of which 1,974 are sheltered and 2,783 are unsheltered and experiencing homelessness in Skid Row. To address this need, the City of Los Angeles has received \$85 million in direct allocation from the State of California through the statewide Homeless Emergency Aid Program (HEAP) of which \$20 million is allocated for Skid Row. Consistent with Council action (C.F. 18-0628) any HEAP funding request will be reviewed by the Homeless Strategy Committee and submitted to Council for approval.

According to the PIT Count, over 31 percent of people experiencing homelessness on Skid Row are women. The Report of Ad Hoc Committee on Women and Homelessness highlights the unique and diverse needs of women experiencing homelessness with the goal to influence service delivery to more effectively address these needs.

Council District 14 with the Mayor's Office of City Homeless Initiatives, and in collaboration with the Skid Row Community, have been working to develop strategies for the one-time HEAP funding that reflect the immediate needs in Skid Row, leverage investments, and have impact in the area. Among these priorities is rapid re-housing for women in Skid Row area. HEAP funding of \$1.5 million is requested for rapid re-housing for women in Skid Row to be implemented by Downtown Women's Center, Enterprise Community Partners, Skid Row Housing Trust, and SRO Housing Corporation. The program will connect approximately 150 clients to services, and assist with Federal, State, and local benefits, education and employment, housing placement, rental applications, moving arrangements and tenant counseling, transportation, financial assistance such as rent application fees, security deposits, utility deposits and payments and financial planning. The program will also offer Trauma Informed Care Training provided by Downtown Women's Center to help improve placement retention for minority women.

To address the needs in Skid Row, Council should allocate HEAP funds from the \$20 million Capital and Operating Support for Short Term Housing Interventions, Capital for Permanent Housing, and Homeless Services in Skid Row Area of Los Angeles line item as follows:

- o \$1,500,000 in funding to for rapid re-housing and services for approximately 150 women in Skid Row.

Approximately \$7.5 million remains available in this category.

**I THEREFORE MOVE** that the Council instruct the City Administrative Officer (CAO) to submit to the Homeless Strategy Committee (HSC) for review a funding request for \$1.5 million to utilize State Homeless Emergency Aid (HEAP) funds for rapid re-housing and services for women in Skid Row, as further detailed in the text of this Motion;

**I FURTHER MOVE** that the Council instruct the CAO to submit HSC's recommendation to Council relative to the use of HEAP funds for the funding requests stated above.

PRESENTED BY: \_\_\_\_\_

JOSE HUIZAR  
Councilmember, 14<sup>th</sup> District

SECONDED BY: \_\_\_\_\_

ORIGINAL

**Attachment B: Controller Instructions to Implement Homeless Strategy Committee  
Recommendations for CAO Report dated October 25, 2019**

1. ESTABLISH new accounts within the HEAP Fund No. 60P and APPROPRIATE funds as follows:

Homeless Health Care Community Ambassadors	\$	150,000.00
Downtown Women's Center Rapid Rehousing	\$	1,500,000.00
TOTAL	\$	1,650,000.00

2. AUTHORIZE the Controller to implement transfers between funds and accounts as follows:

**Attachment B: Controller Instructions to Implement Homeless Strategy Committee Recommendations for CAO Report dated October 25, 2019**

TRANSFER FROM			TRANSFER TO		
Rec. No.	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT	
<i>Transfers Between Accounts Within the Homeless Emergency Aid Program (HEAP) Fund No. 60P</i>					
1.a	<u>Fund 60P/10, HEAP</u> BFY 2019, RSRC 4903, Interest Income	\$ 631,300.44	<u>Fund 60P/10, HEAP</u> 10R630, AC-1 – Capital and Operating Support	\$ 631,300.44	
			TOTAL	\$ 631,300.44	
1.a	<u>Fund 60P/10, HEAP</u> BFY 2020, RSRC 4903, Interest Income	\$ 105,098.91	<u>Fund 60P/10, HEAP</u> 10R630, AC-1 – Capital and Operating Support	\$ 105,098.91	
			TOTAL	\$ 105,098.91	
1.b	<u>Fund 60P/10, HEAP</u> BFY 2020, RSRC 4903, Interest Income	\$ 11,839.99	<u>Fund 60P/10, HEAP</u> 10R633, AC-4 – Homeless Services for Youth	\$ 11,839.99	
			TOTAL	\$ 11,839.99	
1.c	<u>Fund 60P/10, HEAP</u> BFY 2020, RSRC 4903, Interest Income	\$ 166,927.00	<u>Fund 60P/10, HEAP</u> 10R634, AC-5 - Administrative Costs	\$ 166,927.00	
			TOTAL	\$ 166,927.00	
2.a	<u>Fund 60P/10, HEAP</u> 10R630, AC-1 – Capital and Operating Support	\$ 736,399.35	<u>Fund 60P/43, HEAP</u> TBD , Bridge Home Operations - PATH - Beacon Ave.	\$ 736,399.35	
				\$ 736,399.35	
2.b	<u>Fund 60P/10, HEAP</u> 10R631, AC-2 – Capital and Operating Support - Skid Row	\$ 2,150,000.00	<u>Fund 60P/43, HEAP</u> 43S850, St. Vincent de Paul Hygiene	\$ 500,000.00	
			TBD , Homeless Health Care Community Ambassadors	\$ 150,000.00	
			TBD , Downtown Women's Center Rapid Rehousing	\$ 1,500,000.00	
				\$ 2,150,000.00	



**Attachment B: Controller Instructions to Implement Homeless Strategy Committee Recommendations for CAO Report dated October 25, 2019**

TRANSFER FROM			TRANSFER TO		
Rec. No.	FUND/ACCOUNT	AMOUNT	FUND/ACCOUNT	AMOUNT	
<i>Transfers Between Departments and Funds</i>					
2.c	<u>Fund 60P/10, HEAP</u>		<u>Fund 100/40, General Services Department</u>		
	10R633, AC-4 – Homeless Services for Youth	\$ 213,085.34	006030, Leasing	\$	213,085.34
			TOTAL	\$	213,085.34
2.d	<u>Fund 60P/10, HEAP</u>		<u>Fund 100/12, Office of the City Attorney</u>		
	10R634, AC-5 - Administrative Costs	\$ 166,927.00	001010, Salaries, General	\$	105,204.00
			RSRC 5361, Related Cost Reimb-Others	\$	61,723.00
			TOTAL	\$	166,927.00
3	<u>Fund 60P/10, HEAP</u>		<u>Fund 100/10, City Administrative Officer</u>		
	10R110, City Administrative Officer	\$ 11,066.00	001010, Salaries, General	\$	11,066.00
			TOTAL	\$	11,066.00
4	<u>Fund 100/10, City Administrative Officer</u>		<u>Fund 60P/10, HEAP</u>		
	003040, Contractual Services	\$ 325,000.00	10R633, AC-4 – Homeless Services for Youth	\$	325,000.00
			TOTAL	\$	325,000.00
5	<u>Fund 10A/43, Housing and Community Investment Dept.</u>		<u>Fund 100/56, General City Purposes</u>		
	TBD, Bridge Home Operations - PATH - Beacon Ave.	\$ 1,870,999.35	000931, Crisis and Bridge Housing Fund	\$	1,870,999.35
			TOTAL	\$	1,870,999.35
<b>TOTAL ALL DEPARTMENTS AND FUNDS</b>				<b>\$</b>	<b>6,388,643.38</b>