

**DATE: NOVEMBER 24, 2003**

**TO: PASADENA COMMUNITY DEVELOPMENT COMMISSION**

**FROM: CYNTHIA J. KURTZ, CHIEF EXECUTIVE OFFICER**

**SUBJECT: APPROVAL OF A GRANT IN THE AMOUNT OF \$35,000 TO THE ECUMENICAL COUNCIL OF PASADENA AREA CHURCHES FOR THE PROVISION OF BAD WEATHER EMERGENCY SERVICES**

**RECOMMENDATION:**

It is recommended that the Pasadena Community Development Commission ("Commission") take the following actions:

- A. Approve a grant in the amount of \$35,000 to the Ecumenical Council of Pasadena Area Churches ("Ecumenical Council") from the Low and Moderate Income Housing Trust Fund for the provision of Bad Weather Emergency Shelter Services in accordance with the terms and provisions of the contractual agreement between the Commission and the Ecumenical Council; and
- B. Authorize the Chief Executive Officer to execute, and the Secretary to attest, the contract with the Ecumenical Council for said services.

**RECOMMENDATION OF ADVISORY BODY:**

The subject item was presented to the Community Development Committee (CDC) on Thursday, November 13, 2003. The CDC approved recommendation to the Commission on November 13, 2003.

**EXECUTIVE SUMMARY:**

The Ecumenical Council of Pasadena Area Churches ("Ecumenical Council"), a 501(c)(3) non-profit organization, has requested a grant in the amount of \$35,000 from the Pasadena Community Development Commission ("Commission") for the Bad Weather Shelter (BWS) Program. The shelter is open each night from 8:30 p.m. to 7:00 a.m. when the overnight temperature is expected to be 40 degrees or lower and/or there is a 40% chance of rain expected in the evening hours during the period of November 28, 2003 through March 31, 2004. Approximately 135 beds will be available to house individuals at the shelter. Dinner is also provided for all guests. Over the course of the season, it is anticipated that 4,000 units of shelter service (unit of service - one person, one night) will be delivered for an estimated 60 nights.

**BACKGROUND:**

The Bad Weather Shelter (BWS) was established during the 1986 – 87 winter season in response to the needs of the homeless population in Pasadena who lacked adequate refuge during the cold and rainy season. The Ecumenical Council is the umbrella agency of local emergency shelter organizations, social services providers, and volunteers, and will manage this year's BWS program. Last year sixteen organizations volunteered their time for the provision of services.

Five members of those organizations form with the Ecumenical Council an advisory committee: Union Station Foundation, Pacific Clinics - Passageways, Pasadena Covenant Church, Worldwide Church of God and the City of Pasadena – Housing/Community Development Division. The purpose of the advisory committee is to advise the Ecumenical Council on the location of shelter, availability of food, supplies, and organization of volunteers.

Since 1987, the Pasadena Community Development Commission has provided over \$235,000 for BWS services. During the 2002-2003 season the shelter was open 54 nights and provided shelter to approximately 532 individuals (unduplicated) for a total of 3,898 units of shelter.

**2003-2004 SEASON:**

This year the BWS will continue its health services component. The Program will partner with Passageways, a multi-purpose service center for homeless persons. Passageways will provide mental health outreach workers to assist those who wish to seek mental health services. The BWS will also have a Medical Coordinator on staff. This Coordinator will expand the level of medical services to guests by identifying, recruiting and organizing volunteer medical organizations and professionals to help the guests their basic healthcare needs.

This season, for the first time, the BSW program will operate two sites. The main shelter is located at the Pasadena Covenant Church, 539 N. Lake Avenue. The other site will be is located at Lake Avenue Church, 396 N. Lake Avenue, one and one-half blocks from the main shelter and is specifically designated for families with children. Recently there has been an increasing number of families with children seeking refuge at the Bad Weather Shelter. The Program recognizes that homeless families require special assistance and a more appropriate environment for overnight shelter. This second site makes it possible to better serve these clients. This site is located within one of the church's buildings and will be managed by the Ecumenical Council, all activities will take place within the building.

The BWS budget for the 2003-2004 season as submitted by the Ecumenical Council totals \$68,021 for an anticipated 60 nights of operation. This year (2003-2004 season) it is recommend that the Ecumenical Council receive a grant of \$35,000 from the Commission (last year, the Commission's allocation to the BSW program was \$30,000). It is anticipated that the balance of the budget will be funded from the following sources:

Federal Emergency Food and Shelter Program	\$18,000
Private donations	10,021
Fund raising activates	<u>5,000</u>
<b>TOTAL</b>	<b>\$33,021</b>

The Commission's Low and Moderate Income Housing Trust Funds, in the amount of \$35,000, would be used to pay for program costs such as shelter staff, rent, utilities and accounting services.

To promote the Shelter, flyers (English/Spanish) announcing availability of the Bad Weather Shelter will be sent to over 125 churches, numerous public counters and community-based service centers. A toll-free information hotline (1-888- 915-8111), providing current bad weather shelter information in both English and Spanish will be available daily through March 2004.

### **STATISTICAL DATA:**

In addition to meeting the established criteria for opening the shelter (i.e., opening when temperature is expected to be 40 degrees or lower and/or if rain is expected during the evening hours), the shelter will be open for 31 consecutive nights during the period of January 1, 2004 through January 31, 2004, providing continuous nightly food and shelter to needy persons during one of the coldest month of the year. This will also enhance the shelter staff's ability to:

- 1) (A) conduct a more in depth survey of those persons who utilize the shelter; (B) conduct needs assessments to determine their needs as homeless individuals; and (C) establish case management on an ongoing basis for a greater period of time.
- 2) Compile comprehensive statistical data of an actual population count of homeless individuals in the City of Pasadena, help in determining the kinds of services the homeless population is actually using and/or not using and the kinds of services that are needed.

This statistical data is required for community information purposes and federal funding applications. In both cases, it is imperative that current and accurate data be readily available for use by the City of Pasadena. This data is also made available as a resource to the public and to local agencies seeking technical assistance in assessing needed services, grant writing and the processing of grant applications.

### **PROGRAM GOALS:**

The following are the goals for BWS for the 2003-2004 season:

- Provide 4,000 units of shelter
- Be open an estimated 60 nights
- Provide 135 shelter beds
- Provide a meal for the guests each night the shelter is open
- Compile statistical data on the numbers of homeless individuals in Pasadena
- Establish Case Management with homeless individuals
- Provide information and social service referrals as need

### **HOUSING IMPACT:**

Approximately 135 beds (an increase of 25 from last year) will be available to homeless individuals and families during the cold and rainy season (November 28, 2003 through March 31, 2004). The provision of the Bad Weather Shelter is consistent with the Community Development Commission's Affordable Housing Plan 2000-2005, the Commission's 2000-2005 Implementation Plan, the Community Development Committee's Fiscal Year 2003-2004 Priority Work Program, the City of Pasadena General Plan (Housing Element), the Northwest Pasadena Community Plan, and the City of Pasadena Consolidated Plan (2000-2005).

### **CHILDREN, YOUTH AND FAMILY IMPACT:**

The Bad Weather Shelter is a portal for the provision of services to homeless families with children. It is the policy of the Ecumenical Council, that when families with children present themselves at the Bad Weather Shelter, they will be provided accommodations at the shelter facility specifically designated for them. At that time they will also be assisted with case management services and on the following business day they will be referred to one of the City's Continuum of Care providers to assist with their long term housing and human service needs.

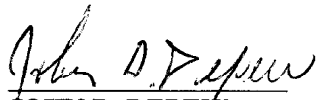
**FISCAL IMPACT:**

These funds have been included in the FY 2004 operating budget in the Commission's Affordable Housing Program BWS/Emergency Shelter Account # 8170-810-684120-51501.

Respectfully Submitted,

  
**CYNTHIA J. KURTZ**  
Chief Executive Officer


Prepared by:

  
**JOHN D. DEPEU**  
Program Coordinator

Reviewed by:

  
**GREGORY ROBINSON**  
Housing/Community Development Administrator

Approved by:

  
**RICHARD J. BRUCKNER**  
Director, Planning and Development Department