

Attachment B

San Juan County  
10-Year Homeless Housing Plan

**Section 1 – Contact Information**

<b>Jurisdiction:</b>	San Juan County
<b>Other Jurisdictions Represented in this Plan:</b>	N/A
<b>Date of Plan Adoption</b>	

<b>Jurisdiction Contact Person</b>		<b>Plan Contact Person</b>	
<b>Name:</b>	John Manning	<b>Name:</b>	John Manning
<b>Title:</b>	Health & Community Services Director	<b>Organization:</b>	San Juan County Affordable Housing Fund Commission
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<b>Planning Group Name:</b>	San Juan County Affordable Housing Fund Commission
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**Planning Body Members:**

<b>Name</b>	<b>Agency</b>	<b>Representing</b>
Carrie Brooks	Town of Friday Harbor	Largest City
Nancy DeVaux	SJI Home Trust	Housing Provider
John Manning	SJC Health Dept.	County
Lutie Park		Formally homeless

**Section 2 - Homeless Population and Subpopulations***Table already completed for most counties as part of HUD McKinney Process*

<b>Part 1: Homeless Population</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
	<b>Emergency</b>	<b>Transitional</b>		
1. Homeless Individuals	3	0	3	6
2. Homeless Families with Children	5	0	1	6
2a. Persons in Homeless Families with Children	12	0	3	15
<b>Total (lines 1 + 2a only)</b>	15	0	6	21
<b>Part 2: Homeless Subpopulations</b>	<b>Sheltered</b>		<b>Unsheltered</b>	<b>Total</b>
1. Chronically Homeless			6	6
2. Severely Mentally Ill	2		1	3
3. Chronic Substance Abuse	2		1	3
4. Veterans	Dk			
5. Persons with HIV/AIDS	Dk			
6. Victims of Domestic Violence	Dk			
7. Unaccompanied Youth (Under 18 years of age)	0			
8. Single Adult Men*				
9. Single Adult Women*				
10. Chronically Physically Disabled*				

\*Optional

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## **Section 2 - Homeless Population and Subpopulations**

San Juan County has never conducted formal census of homeless persons. The numbers used in this plan are estimates from agencies providing services to the homeless. These agencies include the local mental health program, family resource centers on San Juan and Lopez Island and OPAL Community Land Trust on Orcas.

First three tables already completed for most counties as part of the HUD McKinney process

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Transitional Housing										
Provider Name	Facility Name	HMIS		Target Pop		2005 Year-Round Units/Beds				
		Part. Code	#Yr. Round	Geo Code	A	B	Family Units	Family Beds	Individual Beds	Total Year-Round Beds
<b>Current Inventory</b>										
			Ind	Fam						
			0	0				0	0	0
TOTALS								0	0	0
<b>Under Development</b>										
			Anticipated Occupancy Date							
TOTALS										
<b>Unmet Need (Optional for December 2005)</b>										
TOTALS										

Permanent Supportive Housing												
Provider Name	Facility Name	HMIS		Target Pop			2005 Year-Round Units/Beds					
		Part. Code	#Yr. Round	Geo Code	A		B	Family Units	Family Beds	Individual Beds	Individual CH Beds	Total Year-Round Beds
					Ind	Fa m						
Current Inventory												
					0	0						
		TOTALS	0	0				0	0	0	0	0
Under Development												
Anticipated Occupancy Date												
		TOTALS										
Unmet Need (Optional for December 2005)												
				TOTALS								





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## Section 4 - Homeless Services Needs

At this time San Juan County has no coordinated program to address the issue of homelessness in a comprehensive manner. Services for the homeless are limited to rental assistance, emergency shelter for domestic violence victims, and ad hoc church based services.

There have been no complete studies of the size of the problems in San Juan County. Each year the agencies that provide rental assistance report a shortage of funds to meet the demand. Year after year the newspapers run articles on people desperate for housing over the summer as houses are used for lucrative short term vacation rentals and not available for longer term use.

The "gaps" in services to the homeless far exceed the services available. There is no organized emergency shelter, transition housing, or long term effort to avoid homelessness.

*An obvious need is for rental assistance for the working and senior population to prevent homelessness. San Juan County will provide rental assistance to very low income seniors with incomes below 30% AMI. They must be living in a low income subsidized apartment rental community with income restrictions, which has procedures for annual income certification. The subsidy would be allocated on a per tenant basis, and would be only for seniors who are not covered by other subsidy programs, for example, section 8 housing choice vouchers, CTED – Tenant Based Rental Assistance vouchers, USDA Rental Assistance subsidies, etc. The funding would be on an annual basis. The amount would be based upon income verification and with the intent of reducing the amount the tenant's pay for rent to no more than 30% of their income. No monies would be paid to individual tenants. The subsidy would be paid to the low income subsidized apartment rental community once the application was approved. The low income subsidized apartment rental community must apply on behalf of their tenant(s), applications would be accepted only one time per year. Once an application has been approved for funding, no further applications for that apartment community will be accepted for 12 months. Annual income verifications would be the responsibility of the apartment staff and subject to an annual audit conducted by the San Juan County Affordable Housing Coordinator.*

## Section 5 – Summary of Homeless Strategic Plan

Strategy Summary Form for San Juan County Ten Year Plan

Start of Plan-ning Date

Implementation Date

Objective: Reduce the number of homeless families.

Prevention Strategy 1: Ensure that economically stressed families in the county maintain their existing housing.

Short Term Activity 1: Expand existing emergency Housing assistance programs

Jan-06

Mar-06

Who is responsible: SJ Housing Bank Commission and Non-Profit Agencies

Intermediate Outcome: At least 4 additional families will maintain existing housing on each of 3 islands

Activity #2: Provide rental assistance to very low income seniors, with one year residence, paying over 30% of their income to help prevent homelessness.

Who is responsible: Housing Bank Commission and Affordable Housing Coordinator

Immediate outcome: Very low income seniors (below 30% AMI) will have their rent burden reduced to 30% of income.

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Housing Strategy 1: Develop additional permanently affordable housing units for homeless families in San Juan County.

Long Term Activity 1: Develop a variety of housing options for the economically challenged in San Juan County

Who is responsible: Housing Bank Commission and County Council

Intermediate Outcome: Subsidized rental housing will be available on 3 islands

Objective: Reduce the number of non-chronically homeless individuals.

Jun-06

Jan-06

Prevention Strategy 1: Ensure that low income individuals in the county maintain their existing housing.

Short Term Activity 1: Expand existing emergency rental assistance programs

Who is responsible: Rental assistance providers (Family Resource Centers)

Intermediate Outcome: 7 number of additional individuals will maintain existing housing.

Jan-06

Mar-06



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Prevention Strategy 1: Improve coordination between criminal justice system and homeless service providers so that people do not lose housing while in jail for short periods.

Mar-06 Sep-06

Short Term Activity 1: Begin discussions with court system and jails to ensure that homeless providers are notified of arrests and releases.

Who is responsible: San Juan County Housing Bank

Intermediate Outcome: At least 10 people leaving incarceration will receive services immediately upon release to prevent homelessness.

Housing Strategy 1: Increase the number of homeless families receiving tenant-based rental assistance.

Dec-06 Dec-06

Short Term Activity 1: Establish homeless families as a priority population within the existing HOME-funded Tenant-Based Rental Assistance Program (TBRA)

Who is responsible: Rental assistance providers (Family Resource Centers)

Intermediate Outcome: 10 individuals are able to receive ongoing tenant-based rental assistance.

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Objective: Reduce the number of homeless youth.



At this time, there is not enough information about the small number of homeless youth to formulate a strategy. In Phase II of the planning process, it is expected that strategies will be developed.

Objective: Conduct adequate data collection to efficiently manage limited resources for homelessness.



Strategy: San Juan County 10-Year Plan to End Homelessness is reviewed, revised and kept up to date at least annually.

Jan-06

Sep-06



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Short Term Activity: Task Force meets quarterly or semi-annually to review the Plan's progress, allocate funds, and establish new priorities.

Jan-06

Dec-15

Who is responsible: San Juan County Homeless Task Force

Intermediate Outcome: New homeless services and programs are implemented and the plan is kept current.

Strategy: Collect client-level data all persons using emergency shelters, transitional housing, and supportive housing.

Short Term Activity: Housing and Shelter staff collect data which is entered into the HMIS.

Jan-06

Jan-07

Who is responsible:

Intermediate Outcome: Families and individuals who are staying in housing programs in San Juan County are counted in HMIS.

Strategy: Ensure that emergency shelters, transitional housing, food banks, and significant outdoor encampments are included in point in time count.

Short Term Activity: Coordinate agencies and staffing to conduct point in time count.

Jan-2006

Jan-2015

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OC

Who is responsible: San Juan County Housing Bank

Intermediate Outcome: 100% of people in emergency, transitional housing, homeless persons at food banks, and major encampments are counted.

TOTAL

\$

TOTAL UNMET NEED HOUSING BEDS/UNITS  
PERCENTAGE OF NEED MET

To be completed :



## **Section 5 – Summary of Homeless Strategic Plan Instructions**

There is wide latitude concerning the format and content of local strategic plans. However, plans must contain at a minimum objectives to address specific homeless subpopulations, and strategies to address their needs in four domains.

Communities can develop a plan in any format, as long as the content of the plan is also translated into this summary format. The use of a common format will allow CTED to compile a statewide portrait of community strategies and activities, which can be used to help develop the statewide strategic plan in 2006.

### **Plan Summary Format Allows for Local Innovation**

The summary format is not intended to curtail the use of innovative strategies and activities. CTED can assist with translating community strategies and activities into the format. However, the format does require that specific homeless populations be addressed, and that specific types of strategies be included. This does not preclude communities from adding additional objectives and strategies, and addressing required objectives in an unorthodox manner. The plan summary should contain only new strategies/activities necessary to reach the 50% reduction goals -- not an accounting of existing housing, services, and policies.

### **Plans Summaries Should be Concise**

Although local planning groups may want to develop detailed strategy/activity documents to assist with implementing local plans, one of the goals of this strategic plan document is to allow a non-expert to gain a basic understanding of what an individual county plans to do in less than 15 minutes. CTED can assist with collapsing multiple activities into summary activities for use in this format (i.e., five transitional housing projects described in a single activity).

### **Plan Summary Elements**

The plan summary should contain the following elements:

Goal: Reduce the number of homeless persons by 50% by the year 2015.

*A county can omit any of objectives 1-4 if there are not a sufficient number of homeless persons in that category to warrant a response.*

Objective 1: Reduce the number of homeless families.

Objective 2: Reduce the number of non-chronically homeless individuals.

Objective 3: Reduce the number of chronically homeless individuals.

Objective 4: Reduce the number of homeless youth.

Objective 5: Conduct adequate data collection and planning to efficiently manage limited resources for homelessness.

*By December 2005: Objectives 1-4 must have one or more of the following strategies:*

- Housing Strategy
- Prevention Strategy
- Income Strategy
- Health Strategy

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*By Fall 2006: Objectives 1-4 must have all of the following strategies:*

- Housing Strategy
- Prevention Strategy
- Income Strategy
- Health Strategy

Each objective must have at least one Short Term Activity or Long Term Activity.

Short Term Activities must be:

- Started in the next two years
- Potentially achievable using available resources and under existing policies/laws
- Assigned to a specific responsible party (who will at least begin the planning process, if not the final implementation) *(optional for December 2005 deadline)*
- Include a tentative intermediate outcome *(optional for December 2005 deadline)*

Long Term Activities are:

- Started in more than two years
- Implicitly not achievable given current resources, policies, laws, community priorities or political will

Both Short and Long Term activities must:

- Estimated Start of Planning and Implementation dates (optional for Long Term activities) *(optional for December 2005 deadline)*
- Include a roughly estimated capital, annual housing operations, and annual services costs.
- When applicable, include the number of single, family, and chronic homeless beds/units created; and the method used to create the beds (i.e. renovation, new construction, vouchers, etc.) Services descriptions should include the approximate number to be served.

The combination of short and long term activities must be comprehensive enough to at least meet the goal of reducing homelessness by 50% by 2015.

Plan summary should be put into the format as a spreadsheet. A blank version of the strategy summary spreadsheet, examples of completed strategy summaries, and other technical assistance can be found at:

[http://www.cted.wa.gov/portal/alias\\_cted/lang\\_en/tabID\\_823/DesktopDefault.aspx](http://www.cted.wa.gov/portal/alias_cted/lang_en/tabID_823/DesktopDefault.aspx)



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**Section 6 - Recommendations for State Legislative and Policy Changes Needed to Address Homelessness**

*Describe the state-level changes in policy and law necessary to achieve the goal of a 50% reduction in homelessness in your county.*

## Appendix A – Performance Measures

Local communities must collect and report the following performance measures annually, with the first report due in the last quarter of 2006. Local strategic plans should contain strategies to address these measures, and support the infrastructure to ensure data needed to report on these measures is collected accurately and completely.

Almost all of the following measures can be obtained either using data from the point in time count of homeless persons (which most communities have already been doing for at least two years), or the Homeless Management Information System (HMIS), which there is already an existing initiative to implement in every county). Although the point in time count and HMIS initiatives are already supported to some extent throughout the state, ensuring that they cover the entire homeless population and are data is accurately collected will take additional resources in most communities.

### Performance Measures

By county and statewide. All of the following plotted in trend graph after year one.

#### Measure

For each of the following populations, total number, percentage reduction from baseline count, and percentage reduction in per-capita of homeless persons:

All homeless  
Single persons  
Homeless families with minor children  
Homeless Families with no minor children  
Senior Citizens  
Youth  
Farm workers  
Physically disabled  
Mentally disabled  
Persons with substance abuse problems  
Dually diagnosed  
Domestic violence victims  
Chronic homeless  
Veterans  
Persons with HIV/AIDS  
Registered Sex offenders

#### Data Source

Point in Time Count (PIT)

PIT (direct)  
PIT (indirect)  
PIT (indirect)  
PIT (indirect)  
PIT (indirect)  
PIT (indirect)  
PIT (direct)  
PIT (direct)  
PIT (direct)  
PIT (direct)  
PIT (indirect)  
PIT (direct)  
PIT (indirect)  
PIT (direct)  
PIT (direct)  
Local Law Enforcement  
Registry

Percentage of each of each of the following homeless populations covered by point in time count of homeless persons:

All homeless  
In emergency shelter  
In transitional housing  
Living outside/in car

Estimate  
Housing inventory/PIT  
Housing inventory/PIT  
Estimate

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Percentage of homeless persons identified in a calendar year placed in emergency shelter housing (1 to 90 days).	HMIS
Percentage of homeless persons identified in a calendar year placed in transitional housing (stay ranging from 91 days to 2 years).	HMIS
Percentage of homeless persons identified in a calendar year placed in permanent housing (no stay limit,).	HMIS
Average and median percentage of rent and utilities paid by households placed into permanent housing	HMIS
Average and median days between identification of a homeless person and their placement in either transitional housing or permanent housing in calendar year.	HMIS
Percentage of total need for transitional housing beds met.	Housing inventory
Percentage of total need for permanent supportive housing met.	Housing inventory
Percentage of need for affordable housing not met.	HUD CHAS data
Satisfaction of homeless persons receiving housing/services.	Local focus groups
Number of households at immediate-risk of homelessness who maintain their housing in calendar year (i.e., those provided sort-term rent assistance, landlord mediation, etc.).	HMIS
Percentage of homeless persons exiting the service system in one calendar year reentering the system as homeless in a subsequent year.	HMIS
Assessment of system collaboration.	Narrative
Assessment of community support.	Narrative

