

# South Bay Cities Council of Governments

## **Homelessness Program Partnership between County of Los Angeles**

**And**

## **South Bay Cities Council of Governments**

### **SCOPE of WORK**

**November 2018-October 2019**

This Scope of Work (SOW) details the regional homelessness coordination services that the South Bay Cities Council of Governments (SBCCOG) will conduct in support of the Los Angeles County Homeless Initiative (HI), commencing on November 1, 2018 through October 31, 2019. The total agreement amount is \$79,167

### **Section I. Program Overview**

This program will continue the partnership between the County of Los Angeles and SBCCOG. SBCCOG will continue to provide coordination services among South Bay cities, homeless services providers, and community stakeholders relative to the implementation of the HI and the delivery of homeless services within the South Bay subregion.

SBCCOG includes the unincorporated South Bay areas of Los Angeles County and the cities of: Carson, El Segundo, Gardena, Hawthorne, Hermosa Beach, Inglewood, Lawndale, Lomita, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates, Torrance, and Los Angeles 15<sup>th</sup> Council District communities of San Pedro, Harbor City, Harbor Gateway, and Wilmington. The SBCCOG Board of Directors is comprised of elected officials from each of the SBCCOG's member cities and County Districts 2 and 4 and serves as the primary governing body taking actions to support endeavors aimed at maximizing the quality of life and productivity of the South Bay region.

### **Section II. Tasks**

#### **Task 1: Coordination with South Bay cities**

Engage with South Bay city councils, city managers, and staff to increase participation in and support for HI programs including but not limited to:

- A. Disseminate information to increase awareness of existing and planned programs with an emphasis on work being done through the Coordinated Entry System.
  - a. Facilitate engagement of South Bay cities public information officers in disseminating information on HI programs via social media platforms.
- B. Facilitate regular meetings of the SBCCOG Homeless Services Task Force which includes cities, first responders and community organizations working in the South Bay on homeless issues.

- C. Organize trainings and outreach events including but not limited to First Responders Trainings, Landlord Workshops, and Homeless Court Clinics.
- D. Prepare correspondence/reports and make public presentations regarding the HI. Respond to inquiries from cities regarding HI programs, homeless services, and issues.
- E. Assist in the maintenance of a comprehensive South Bay list of agencies that are working in the South Bay as well as their programs and projects that fit within the Measure H strategies.
- F. Identify specific problem areas and/or issues in the South Bay and collaborate with county departments on possible strategies for improvement.
- G. Upon request, assist cities in planning homeless programs or projects. This includes helping cities who are applying for City Planning Grants, participating in the cities' planning process, etc. to obtain technical assistance. as well as in the implementation of their respective City Plans. Identify potential areas of collaboration among cities to create joint-city implementation plans.
- H. Support homelessness prevention strategies, focusing on the "hidden" homeless populations – older adults and school-age children.
  - a. Prepare and present a report on the implementation of a shared housing program as a homelessness prevention strategy for older adults.
  - b. Prepare and present a report on the implementation of a Safe Parking program as a homelessness prevention strategy for older adults and families.
  - c. Work with stakeholders and cities to implement these programs if deemed feasible.
- I. Distribute HI information at SBCCOG Board meetings and other relevant SBCCOG meetings including the Senior Services Working Group.
- J. Promote HI programs through SBCCOG website, newsletters, e-blasts and social media platforms.
- K. Using city plan strategies, develop a regional homelessness plan.
- L. Collaborate with Supervisors and staff in Districts 2 and 4, along with community stakeholders, in exploring the development of affordable housing in LA County unincorporated.

**Task 2: Coordination with Service Providers and Community Stakeholders**

Work with regional homeless organizations and coalitions to support the coordination of homeless services in the South Bay including:

- A. Assist in the maintenance of database of Service Planning Area (SPA) 8 stakeholders in homeless services and their policies.
- B. Assist in the maintenance of a list of South Bay homeless resources and programs.

- C. Attend meetings of the SPA 8 Coordinated Entry System, South Bay Coalition to End Homelessness, Los Angeles Homeless Services Authority, and other stakeholder meetings and events as appropriate.
- D. Serve as liaison between SBCCOG, HI, and South Bay business and interfaith communities. Work with Chambers of Commerce to educate businesses. Convene meetings as needed.
- E. Keep federal and state legislative offices in the South Bay informed about regional activities to combat homelessness.
- F. Collaborate with the South Bay Workforce Investment Board to promote employment programs and jointly apply for additional grant funding.
- G. Connect community-based programs with Measure H and other funding sources.
- H. Utilize social media between agencies, such as LinkedIn groups.
- I. Collaborate with faith-based communities for the implementation of a Safe Parking program in the South Bay.

### **Section III: Budget**

Total budget for project is \$79,167 annually to be paid by County of Los Angeles in quarterly payments of \$19,791.75 for all tasks described above including expenses such as website hosting and software.

### **Section VI. Reporting and Documentation**

- A. SBCCOG will provide quarterly invoicing and progress reports.