




**DATE:** January 10, 2011

**TO:** Russ Blackburn, City Manager 

**VIA:** Fred Murry, Assistant City Manager

**FROM:** Jacqueline Richardson, Housing and Community Development Manager

**SUBJECT:** Status Update- Cold Night Shelter Program

---

This memorandum provides an update on the status of the Cold Night Shelter Program as summarized below:

Since January 1, 2006, the City and County have provided funding for the Cold Night Shelter Program in accordance with an Emergency Shelter Services Interlocal Agreement (Agreement) as executed between the City and County. As part of the Agreement, the City and County provide \$25,000 respectively for a total of \$50,000 annually for the purposes of providing services to ensure the health and safety of homeless individuals during periods of cold weather or other emergencies caused by extraordinary circumstances that threaten the physical health and/or welfare of homeless persons. Due to limited shelter capacity available for homeless individuals during extremely cold weather conditions, the emergency shelter services funds have been historically allocated to the Cold Night Shelter Program.

The services for the Cold Night Shelter Program are usually provided from December 1 through March 31 during the coldest winter months of each year. However, due to the recent severe emergency weather conditions (temperatures below 45 degrees), from November 5 through November 16, 2010, the City implemented an emergency set-aside of \$5,000 to provide temporary shelter and support services to homeless individuals during this period. The emergency set-aside option is allowable per the Agreement. Due to the timeframe and extenuating circumstances, the City authorized the Alachua County Housing Authority and St. Francis House to provide the emergency shelter services based on the agencies previous knowledge and experience in successfully providing Cold Night Shelter Program services. St. Francis House provided temporary shelter and support services; and the Alachua County Housing Authority provided hotel/motel vouchers and support services. Both of these programs were needed to provide successful implementation of the emergency services during this period. This left a remaining program balance of \$45,000 to allocate to the Cold Night Shelter Program for the remainder of the program period through March 31, 2011.

Further, as part of the standard annual application cycle for the Cold Night Shelter Program, the City's Affordable Housing Advisory Committee (AHAC), recommend and awarded the remaining \$45,000 to two local housing agencies to provide temporary shelter and support services for the remainder of the program period. The application proposals were submitted by the Alachua County Housing Authority (ACHA) and St. Francis House, Inc. (SFH). The City's AHAC reviewed and evaluated each proposal to determine program eligibility and recommended funding for each project. The ACHA proposed a hotel/motel voucher program wherein vouchers will be issued to qualified homeless persons to stay at selected area hotels/motels on designated cold nights (45°F or lower). The SFH proposed providing temporary shelter assistance up to an additional 60 persons in addition to its current capacity of 35 persons on cold nights (45°F or lower) at their shelter facility. The ACHA was awarded \$24,750; and SFH was awarded \$20,250 to provide Cold Night Shelter Program services for a total of \$45,000.

Therefore, due to the severe weather conditions (temperatures below 45 degrees) beginning in early November, the Cold Night Shelter Program was started a month prior to the normal implementation date of December 1.

The \$5,000 emergency set-aside was implemented from November 5 through November 16; and the \$45,000 standard Cold Night Shelter Program will be implemented from November 17, 2010 through March 31, 2011. Both agencies are continuing to provide temporary shelter and support services on an on-going basis. The following provides the current program activity and funding status of the Cold Night Shelter Program:

Program	Date	#Cold Nights	Agency	Number Served	Program Costs	Available Funding
CNS (Emergency)	November 5-November 16	11	ACHA	16	\$1,460.00	\$0
CNS (Emergency)	November 5-November 16	11	SFH	268	\$2,830.08	\$0
<b>Total CNS Emergency</b>	<b>\$5,000.00</b>	<b>11</b>		<b>284</b>	<b>\$4,290.08</b>	<b>\$709.92*</b>
CNS (Standard)	November 17-December 31	27**	ACHA	84	\$20,464.00	\$4,286.00
Agency Agreement						
CNS (Standard)	November 17-December 31	27	SFH	1,098	\$11,594.88	\$8,655.12
Agency Agreement						
<b>Total CNS Standard</b>	<b>\$45,000.00</b>	<b>27**</b>		<b>1,182</b>	<b>\$32,058.88</b>	<b>\$12,941.12</b>
<b>Total</b>	<b>\$50,000.00</b>	<b>38**</b>		<b>1,466</b>	<b>\$36,348.96</b>	<b>\$13,651.04</b>

Note: \* = Balance remaining of \$709.92 in Emergency Shelter Services (to be used at the discretion of the City/County).

\*\* = Estimated based on preliminary program data as submitted by the agencies.

According to the program data listed above, over 70% of the Cold Night Shelter Program funds have been expended through December 31, 2010. There are approximately 90 days remaining in the Cold Night Shelter Program period to cover potential extreme cold weather conditions. Additionally, based on the reported program data provided by ACHA and SFH, there is a strong possibility that the available funding for the Cold Night Shelter Program will be exhausted before the end of the Cold Night Shelter Program period on March 31, 2011. Given these circumstances, the ACHA and SFH have been advised to utilize the Cold Night Shelter Program funding as carefully as possible to ensure that services will be available through March 31, 2011. As a result, both the ACHA and SFH plan to continue coordinating their programs to closely monitor program activities and expenditures. However, to ensure that sufficient cold night services are available through March 31, 2011, staff recommends identifying alternative resources to add supplemental funding to the Cold Night Shelter Program.

Cc: Randall Reid, County Manager  
 John Skelly, Alachua County Poverty Reduction Program Director  
 Gail Monahan, Alachua County Housing Authority  
 Kent Vann, St. Francis House, Inc.