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Project Title Supplies and Needs for Extreme Weather Centers

Total Budget Requested 74,892.23

Name- Full names of all the delegates from your committee that worked on the proposal Demetra Stall Nash

Email- One e-mail address for the PB staff to send a confirmation that the proposal was received demetranash@yahoo.com

Type of Project- (choose one) Program and/or Service

Detailed project description (Be specific and use as much space as you need.)

The funding requested is to purchase supplies and other needs for extreme weather centers. Extreme weather centers are critical to ensure the safety of people who don't have access to shelter during extreme weather events. The city defines extreme weather events as:

- Two (2) consecutive days with overnight lows below 35 degrees Fahrenheit as determined by the NWS
- Two (2) consecutive nights of rainfall with major or extreme risk levels as determined by the NWS
- Two (2) consecutive days with highs of 100 degrees Fahrenheit as determined by the NWS
- The forecast of an extreme event that poses a risk to life and safety as determined by the NWS

Depending on the extreme weather event, the City of Vallejo will open an overnight or a daytime center. Overnight warming centers will provide a warm indoor space to sleep. When there is extreme heat, or other day time extreme weather, the City of Vallejo will open daytime cooling centers. The cooling centers will provide a cool indoor space during the hottest parts of the day. The purpose of these centers is to provide a safe indoor space for people who are unhoused or do not have adequate housing during extreme weather events. During the Winter of 2022-2023 the City of Vallejo began to open warming shelters and we had approximately 15-35 guests each night. We anticipate this number will grow in the future as the program continues to develop and word spreads of the program and available resources.

The City of Vallejo is committed to opening these centers and will pay for the City of Vallejo staff time that is required to plan and execute the opening of the centers and has come to agreement with Greater Vallejo Recreation District (GVRD) to waive space use fees. To open a center, the City confirms availability of a location and security coverage, recruits and trains volunteers to staff the center, coordinates supplies (delivery and pick-up with Public Works) and schedules cleaning of the facility, when appropriate. Additionally, the City coordinates wide press release and social media campaign to announce the opening of an extreme weather center. Most importantly, the City continues to create and maintain relationships with community non-profits, faith based groups, and many other individual community members to help recruit volunteers, secure supply donations and spread the word about the centers to the community and unhoused population.

In 2022-2023 the City of Vallejo began to open extreme weather centers and relied on community donations to provide supplies such as food, sleeping bags and pillows. Additionally, the City temporarily resourced a trailer, typically used for other projects, to help store supplies. With PB funds, the City of Vallejo will be able to invest in equipment, supplies and security to ensure that guests are able to have a comfortable and safe stay while they are at the center. Specifically, PB funds will be used to purchase a moveable trailer to store supplies, equipment to organize supplies,

sleeping supplies (cots, blankets, pillows, cot covers, etc.), charging stations and other equipment to make staying at the shelters more enjoyable and comfortable. These funds will also be used to pay for security, cleaning after closing the center, food, and hygiene kits that people can take with them when they leave. Lastly, we want to make sure that we are better disseminating information and making the center accessible to people. Funds will be used to cover printing of flyers and resource guides, a dedicated cell phone for warming center specific questions and usage, and transportation costs for organizations that provide rides to people to and from the center. In short, having PB funds will allow the extreme weather centers to continue to develop and expand from what is currently being offered. PB funds will ensure we have a permanent storage solution to keep supplies stocked and ensure that we have supplies for 30 guests at a time. A more detailed description of items to be purchased can be found in the Budget Excel document.

This project is led by the City of Vallejo but cannot be done without the collaboration and support of community partners. These partners include GVRD that provides utilization of their space to host the centers and Sol Trans that have been able to provide free rides to guests. The City of Vallejo has also established partnerships with Girls Scouts of Vallejo, Faith Food Fridays, and Food is Free Solano to consistently supply hot meals and other food for the centers. The City of Vallejo has also partnered with non-profits and faith-based groups to receive input on center operations, help recruit volunteers, donate supplies, and share flyers with potential guests. Most importantly, the City of Vallejo has put in a lot of effort to build relationships with individual community members and has trained many community members to serve as volunteers to staff the center. In 2022-2023, the City established a robust extreme weather volunteer list and plans to continue to maintain relationships with volunteers and continue to grow the list.

Anyone, regardless of their income, can come to the extreme weather centers. The extreme weather centers are low-barrier center and if guests are willing to abide with some basic center rules, they can utilize the space. In 2022-2023, all the guests who came to the warming centers were temporarily or permanently unhoused; it is anticipated that most guests who will come to future extreme weather centers are unhoused or are others who don't have access to adequate heat or cooling in their main place of residence. The nature of this service will attract people who have moderate, low or no income.

Why is this project needed? (1-2 paragraphs)

This project will target people who are unhoused or do not have adequate access to housing (such as no heating or AC). Extreme weather centers are critical to ensure the safety of people who don't have access to shelter during extreme weather events. Over the past few years, the City of Vallejo has experienced heat waves that are over 100 degrees, below 35 degree temperatures, and heavy rainstorms accompanied by flood warnings and wind advisories. These conditions can be dangerous and create risk to life and/or safety of individuals who do not have access to housing or adequate housing to escape extreme weather. The City of Vallejo will continue to expect extreme weather events in the coming years and extreme weather centers are essential to keep people who are unsheltered safe.

When there is extreme heat, cooling centers will provide a cool space for people who do not have access to shelter or AC at home. This will serve as a space where people can spend the hottest parts of the day (approximately 12-7PM) while escaping the heat, charging their devices, and having refreshments. When there is extreme cold, extreme rain, wind or flood warnings, the City of Vallejo plans open overnight warming centers. This will be a warm and safe space where people will spend the night in a warm and dry space away from the elements. The City of Vallejo implemented warming centers during the Winter of 2022-2023 and we had approximately 15-35 people come to each center. Those who attended the centers were grateful for the opportunity to sleep indoors on the coldest and wettest days of Winter.

How will the project address or solve this need and/or problem? (1-2 paragraphs)

Extreme weather poses risk to life and safety for individuals, especially those who have no indoor space to escape extreme weather. By opening temporary emergency weather centers during extreme weather, unhoused individuals can have a safe indoor alternative. If these centers are not opened, most of the target population do not have other options for overnight stays. When there is extreme heat there are also limited indoor spaces that unhoused can visit without needing to spend money (e.g. movie theaters, malls, or coffee shops). Opening these centers will ensure that unhoused individuals in Vallejo will have a safe and welcoming space to wait out the hazardous weather. This service is needed and being provided by the City as other organizations, such as the County do not stand-up warming centers during the evening hours. The County centers are only operational during standard business hours.

The City is committed to opening the warming and cooling centers as needed and dictated by policy. Having PB funds will allow for the City of Vallejo to purchase essential items to ensure that there are adequate supplies and guests are comfortable while they are in the center. When the warming centers began opening in the winter of 2022-2023, the City of Vallejo primarily relied on donations for supplies which made it a challenge to consistently secure needed and requested supplies. Due to the fact that blankets, pillows and food were offered on a donation basis there was not always guarantee that these would be available to guests and sometimes guests weren't able to get any. By having PB funds, the City of Vallejo can purchase supplies ahead of time and be ready to mobilize when centers need to open. In 2022-2023 supplies were coordinated for each opening, and there were times when there were not enough supplies for everyone coming to the center because supplies came in sporadically or because the City could only take on a certain limit, due to lack of storage. With PB funds, supplies can consistently be offered and the centers will be better supplied with amenities such as cots and charging stations.

Describe in detail how residents, visitors, groups, communities, geographic areas, or the City of Vallejo will benefit from this project. (1-2 paragraphs)

The Extreme Weather Centers will be opened to all residents of Vallejo, however it is anticipated that most individuals accessing the centers will be from the unhoused community or those who do not have adequate shelter during extreme weather events, such as flooding, heat waves, or severe rain storms. This is a low barrier model and individuals can come in as long as they are willing to abide by some basic rules. The goal is to get people out of the extreme elements and into a safe indoor location where they can spend their day or night while the extreme weather event occurs. Providing a safe indoor space is critical for the safety and well-being of our residents who don't have any safe indoor space to go when Vallejo experiences extreme weather conditions. In addition to providing a safe indoor space, guests will have access to water and food while they are at the center. Guests can also take available supplies (i.e.: pillows and blankets) with them when they leave.

During the Winter of 2022-2023 the City of Vallejo opened these centers and worked with non-profits, faith-based groups, and other community members to spread the word about the centers. The City of Vallejo also published press releases, shared on social media and worked with the police and fire departments to spread the word of opening when encountering people who may need to access the centers while in the field. In the upcoming years the City will continue to collaborate with organizations and people who are consistently working in encampments to spread the word and to disseminate via press release and social media. Additionally, with PB funds the City will be able to consistently print flyers for dissemination, print wallet size cards with additional information and contact information about the extreme weather centers. The City plans to have a dedicated cell phone that people can contact to learn details about the center and when the center is open or closed; this will provide an alternative way for people to learn about centers openings. In 2022-2023, the City of Vallejo was able to collaborate with Sol Trans to provide free rides to people who are going and leaving the center to ensure people could access the centers, during the winter months. With PB funds, the City of Vallejo will be able to extend access by collaborating with local non-profit(s) or faith based group(s) who can provide rides to people who cannot access the bus line.

Describe the potential challenges and/or obstacles for this project (1-2 paragraphs)

While these PB funds will help cover supply purchases and pay for security guards, the project requires a lot of coordination for every extreme weather center opening. This includes securing a location and security, coordinating and training volunteers to staff the center, acquiring needed food and supplies, and communicating the center opening to the community and the unhoused population. The City of Vallejo is committed to this project and has tasked the opening of warming centers to the team addressing the unhoused strategy. During the winter of 2022-2023, the project was successfully implemented and had the added challenge of implementing protocols for the first time, recruiting volunteers and securing donations. With the successful opening of centers during the 2022-2023 winter, the City has established protocols, a dedicated volunteer list, and guide for opening and closing of centers, which will make future openings run more smoothly. In 2022-2023, we were able to staff 88% of volunteer shifts with community volunteers and the remaining shifts with employee volunteers. The City continues to form relationship with different groups, particularly non-profits and faith based organizations, who are committed to doing this work. While these challenges are real, the City feels confident in implementing this much needed project moving forward. With PB funds, it will make this coordination much easier as there will be the ability to permanently own a trailer to store supplies, offer more comfortable sleeping arrangements such as cots, and have consistent supplies which will reduce the amount of time and effort that is required to seek and accept donations.

In addition to implementation challenges there can still challenges to securing an ideal location that is available and convenient to a majority of participants. Vallejo has a large foot print with unhoused individuals spread throughout the City. Additionally, locations available to the City can often be used for other purposes during the needed time, so locations may have to vary per opening, depending on what is available during the opening period. Additionally, it can be challenging to ensure the announcement of an opening to unhoused residents and with getting them to the location. However, we hope that with PB funds we can work with local non-profit(s) or faith based organization(s) to improve communication (via printing flyers and establishing a warming center phone line) and transportation options to those who cannot access the bus line.

**Who will implement the project?
(Identify all that apply)**

The City of Vallejo

Where will the project be implemented?

The City of Vallejo

Budget- Upload an itemized budget for the entire project that has line items accounting for the entire amount of PB funding requested. You should develop a spreadsheet or table on Microsoft Word or Excel. Work with City staff to make sure you have a complete, full-cost budget! Make sure you upload documentation that supports your budget request, including:

- At least one (1) complete bid from a licensed contractor for any work that requires skilled labor, building, construction, or professional installation.
- Copies of vendor quotes, official estimates, or online retailers for any durable, equipment, material or product purchases.
- Letter(s) from implementing partners agreeing to absorb any soft costs not covered by PB

<https://www.formstack.com/admin/download/file/14352790210>

Describe the project timeline/schedule . You may also attach a detailed timeline schedule as a separate document if already prepared.

<https://www.formstack.com/admin/download/file/14352790211>

Payment Schedule- Program and Service projects must include a quarterly payment schedule that reflects no less than four payments from the City of Vallejo. Include the amounts you are requesting and describe how you will utilize the funds. You may also attach a detailed payment schedule as a separate document if already prepared.

<https://www.formstack.com/admin/download/file/14352790212>

Document upload

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Budget summary

Date: February 2023

Budget Item	Cost	Additional Details
Security for overnight warming shelter	12,059.97	We estimate to open 25 times per year and will hire the security guard from 7:30PM-7:30AM. Security rates until 2025 are \$29.85/hr when notified more than 24 hours advance notice and \$41.19/hr when making a less than 24 business hour request or holiday; additionally anything overtime will be \$41.19 after 8 hours. Based on previous experience, we estimate about half of the requests (12) will be last minute. Additionally, because we require security to be present at all times we pay an additional hour(\$29.85 or \$41.19) as the lunch penalty fee.
Security for day cooling shelter	4,972.80	We estimate to open 20 number of times, we will hire a security guard from 12PM-7PM. Security rates until 2025 are \$29.85/hr when notified more than 24 hours advance notice and \$41.19/hr when making a less than 24 business hour request or holiday. Based on previous experience, we estimate half (10) of the requests will be last minute.
Housekeeping and maintenance	3,300.00	Due to heavy use of space and bathrooms, there is a deep clean that is required after we open the shelter in the Vallejo Room. There is no cost when we utilize a GVRD location. We estimate we will be in the Vallejo room approximately 50% of the time for warming shelters and the majority of the time for the cooling shelters (given that GVRD has many youth summer programs).
ADA Accessible Cots (2)	344.00	These will be stored and maintained by the City of Vallejo. These cots will be reserved for guests who have ADA accessible cots, such as someone arriving in a wheelchair.
Regular Cots (30)	1,920.00	These will be stored and maintained by the City of Vallejo. These cots are the same ones the local Red Cross purchases from Precise Kit Cots. P620106R – Precise Military Style Cot with No End Bars78”x28”x18” w/ 500lb capacity.
Mobile Storage Container that holds 25 cots (2)	1,700.00	This is a movable storage container that can be unloaded everytime we need to pull out the cots. This is critical since the warming shelter is mobile. We will purchase 2 to store cots and blankets. See catalogue from Precise Shelter Supplies attached.
Waterproof non-woven one time use fitted cot covers	2,850.00	These will be used to protect cots and changed between uses. \$3 each, can buy in quantity of 100. We will provide 30 cots, covers, blankets and pillows per opening of warming shelter. We estimate we will open the warming center 25 times, thus needing 750 one time use covers for warming shelters. We will provide 10 cots and covers per cooling center opening, in case people come with children, or would like to lay down. We estimate needing 200 cot covers for cooling shelters. 950 total. See catalogue from Precise Shelter Supplies attached.

Blankets	5,625.00	These will be taken by guests when they leave. \$7.50 each / can buy in quantity of 20. We will provide 30 cots, covers, blankets and pillows per opening. We estimate we will open the warming center 25 times, thus needing 750 blankets.
Pillow Cases	1,312.50	These will be taken by guests when they leave. \$1.75 each / can buy in quantity of 12. We will provide 30 cots, covers, blankets and pillows per opening. We estimate we will open the warming center 25 times, thus needing 750 pillow cases. See catalogue from Precise Shelter Supplies attached.
Pillows	3,750.00	These will be taken by guests when they leave. \$5 each / can buy in quantity of 12. We will provide 30 cots, covers, blankets and pillows per opening. We estimate we will open the warming center 25 times, thus needing 750 pillows.
Snacks	6,750.00	Snacks and water will be offered for both warming and cooling centers. We estimate to open the warming shelter 25 times and the cooling shelter 20 times. We will budget \$150 per opening.
Large Hot Water Boiler	140.00	This will be kept and maintained by the City of Vallejo. This will be used for warming shelter to make hot drinks such as instant coffee, tea and hot chocolate. Link to item: https://www.amazon.com/SYBO-RCMO15S-16C-Commercial-Stainless-Boiler/dp/B0786F61QB/ref=sr_1_1_sspa?keywords=Commercial%2BWater%2BBoiler&qid=1675897504&sr=1-1-spa&prefix=stainless+for+%2C202&sr=1-1
Misc. supplies (cups, plates, napkins, cleaning supplies, etc).	1,125.00	We need clorox wipes to clean cots in between use. We also need to purchase disposable cups, plates, napkins, utensils, hand sanitizer, covid masks, etc. We estimate expense of \$25 per opening.
Extension cords with multiple outlets (10)	200.00	This will be kept and maintained by the City of Vallejo. Link of item: https://www.amazon.com/POWRUI-Protector-Extender-Extension-
16 storage bins to organize supplies in trailer	608.00	This will be kept and maintained by the City of Vallejo. Link to item: https://www.lowes.com/pd/COMMANDER-40-Gallon-160-Quart-Black-Yellow-Tote-with-Latching-Lid/1000225777
4 Ratchet tie down set	179.96	This will be kept and maintained by the City of Vallejo. Link to item: https://www.amazon.com/Ratchet-Tie-Down-Straps-Alternative/dp/B01F7KSAGI/ref=sr_1_1_sspa?crd=2BLUQQ5JFYXRI&keywords=straps+for+trucks&qid=1675894925&prefix=stainless+for+%2C202&sr=1-1
4 Shelves to organize supplies in trailer	400.00	This will be kept and maintained by the City of Vallejo. Link to item: https://www.costco.com/saferacks-storage-bin-rack.product.100677580.html
Transportation Costs	8,000.00	The City will work with a local non-profit or faith based group to provide transportation to guests who are not able to get on the bus. The organization will get gas mileage per diem.
Hygiene Kits	3,375.00	Since the majority of the guests who come to the warming and cooling shelters are unhoused we want to be able to provide hygiene kits to folks who come to the center. Each kit will include: washcloth, tissue, toothbrush, sunscreen, chapsticks, 1 pair of socks, travel size body wash, shampoo, lotion, toothpaste and wipes. The cost of each kit is approximately \$5. Since not everyone may want one, and we will have repeat guests, we plan to budget approximately 15 kits per opening.
Cell Phone	780.00	We will pay the monthly line for a cellphone that will be dedicated to the centers and anyone can call to ask questions.
Printing Costs	1,500.00	We will use funds to print flyers so that our non-profit, faith-based and on the ground folks can pass out flyers with information during their visits and meal distributions. We also will print business cards with phone number and link on where people can get warming shelter information.
Moveable trailer to store supplies	10,000.00	This will be kept and maintained by the City of Vallejo. For a 6-foot-wide x 12-foot-long x 6.5-foot-tall single axel trailer. This number was given by Public Works Oscar Alcatar who would help us purchase and store the trailer when not in use.
Shipping Cost of Supplies	4,000.00	This is the approximate cost of shipping the larger items such as the cots, cot storage, blankets, pillows, etc.
Total	74,892.23	



Participatory Budgeting Vallejo



Fall 2023	<p>-The City of Vallejo will purchase: trailer, organizing bins/shelves, cots, cot storage, blankets, pillows, cot covers, charging extension cords, and other non-perishable supplies such as Clorox wipes. The goal is to have the trailer fully stocked with supplies before winter.</p> <p>-The City of Vallejo will open the extreme weather centers as needed based on weather.</p>
Winter 2023	<p>The City of Vallejo will open the extreme weather centers as needed based on weather. All supplies will already be stocked in the trailer. The City of Vallejo will hire security guard, secure location, secure volunteers and purchase water and snacks prior to opening the warming shelters. For overnight shelters we will provide sleeping supplies.</p>
Spring 2023	<p>The City of Vallejo will open the extreme weather centers as needed based on weather. All supplies will already be stocked in the trailer. The City of Vallejo will hire security guard, secure location, secure volunteers and purchase water and snacks prior to opening the cooling shelters. For overnight shelters we will provide sleeping supplies.</p>
Summer 2023	<p>The City of Vallejo will open the extreme weather centers as needed based on weather. All supplies will already be stocked in the trailer. The City of Vallejo will hire security guard, secure location, secure volunteers and purchase water and snacks prior to opening the cooling shelters.</p>

Describe the project timeline/schedule . You may also attach a detailed timeline schedule as a separate document if already prepared.*

Payment of requested amount \$74,892.23 should be paid in full in Fall of 2023. The reason for this request is that there are supplies that need to be purchased as soon as possible to prepare for the winter (the busiest time for the Warming Shelters). The City would also need to have the funds ready to pay security as needed. The weather is unpredictable and it is possible that we will open more earlier in the winter or later in the winter. Having full amount disbursed will ensure that we can open as needed without delay.