



City/County Certified Transitional Encampment Operated by Nonprofit Organization

The challenge of homelessness has grown larger and more complicated. There are state and federal funding regimes showing promise, yet a large number of people will likely remain unsheltered. Fortunately, there are numerous evidence-based programs showing years of success at sheltering while moving people out of homelessness at a comparably lower-cost. Transitional Encampments are one such program. Reports from the cities of Seattle, Washington and Eugene, Oregon describe crime dropping in areas where these programs exist while helping to reduce the population and impact of street homelessness. These programs follow Housing First principles as well as HMIS data collection.

Here is framework including best-practices of Transitional Encampments

City or County permit required for operation

Site location

- Type of site location, zones, site review process
- Setbacks in residential zones
- ½ mile to transit stop
- Not within 1 mile of another permitted encampment
(not including religious or micro-sites)
- Minimum of 100sqft of space for each occupant (8x10' sleeping space Eugene)
- Property does not include wetland, steep slope – suitable for camping
- Access for those with mobility challenges and emergency vehicle/personnel
- Access for garbage and sanitary service trucks
- Proximity to schools, houses, residential areas must be considered
- Availability of water, power may not be a precluding factor yet is considered

Governmental role

- Develop and provide simple regulatory structure
- Determine population capacity
- Determine length of stay (1m+6m+3m)
- Determine close or open daytime use (Eugene vs. Seattle)
- Determine site identification approval process (Eugene, Seattle)
- Assist in site location identification and approval process

If on city/county property, waive utility connection charges
Financial support of Case Management Program
Maintain as legislative priority

Site ownership

Religious organization
Governmental agencies
Commercial/industrial
Private property

Operator

Religious organizations
Nonprofit

Operator responsibilities

Interacts with governmental agencies
Community Outreach Program and Standards (prior and regular meetings)
(See Seattle DPD pg. 2) (See Eugene Outreach Handbook pg. 17)
Community Advisory Committee (Seattle DPD pg. 3)
Operating budget
Management plan
Maintains infrastructure contracts
Maintains and enforces resident agreements
Attends/co-facilitates weekly/monthly in-camp meetings
Data collection (entrance, exit, case management, etc.)
Maintain all requisite insurance(s)
HMIS/Smart Path
Align and comply with Housing First principles
(Welfare and Institutions Code Section 8255b)

In-camp governance structure

Conducts admissions process, intake interviews
Manages wait list
On-site manager(s) (camp residents)
Nonprofit management guidance
Length of residency
Monthly check-ins (distinct from case management)
Quiet hours
In-camp community meetings
Case Management Program
Visitor hours
Roster of individuals authorized to be on site

Infrastructure Requirements

Sanitary service (portable toilet) ample truck access
Garbage/recycling service, ample truck access
Storage program
Fire code (access, setbacks etc.)
Fenced with controlled access

Frontage screening (blackout fence to minimum 6')
Tents on rigid platforms with rain shedding shelter vs. tiny structures
Food preparation area with appropriate fire and electric code considerations
Dish washing area (best practices)
Meeting area (common space)
Front desk (kiosk) at front gate
Bike racks
Outside seating (picnic tables)
Smoking area
Shower facility (optional)
Space must be maintained as tidy and safe

Residents of encampment

18 or over (no minors on camp property)
3 tier admittance based on time within community and expressed
need/vulnerability
30-trial period (1m+6m+3m)
Guests only allowed in camp during open camp hours no overnight stays
If requested, residents must comply with a background check or urine analysis

Resident Agreements (Three written violations lead to eviction with exception of *)

10 hours/week service within program
Mandatory meeting attendance (monthly or weekly program dependent)
No alcohol/drug use*
No weapons
No violence **
No theft**
No aggressive behavior
No loud music
No overnight visitors
No children, except those accompanied by guardian during daytime hours
No regular disruptions
Must participate in Case Management Program
No open flames unless approved by Fire Marshal and camp management
* Must participate in alcohol/drug program to remain in encampment
** No tolerance, immediate eviction

Reference materials:

City Manager's Office Eugene, OR

- Outreach Handbook: a how-to guide for community members
- Rest Stops and Opportunity Village 2016 Report
- Administrative Order No. 53-17-03-F
ADOPTION OF PERMANENT RULES AND REGULATIONS FOR THE REST STOP
AND DUSK TILL DAWN OVERNIGHT SLEEPING PROGRAMS

Seattle, Washington

- Permitted Encampment Evaluation, June 28, 2017
- Department of Planning & Development: Transitional Encampment
23.42.056, August 21, 2015
- Department of Planning & Development: Requirements for Transitional
Encampments September 22, 2015

**All above documents including this one are in PDF files located here:
warmingcenterprogram.com/certified-nonprofit-encampments**

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