



CARE (Compassion, Access, Reunification, Empowerment)
Homelessness Pilot Program
Proposal



INTRODUCTION

Inner City Action Inc. is a 501c3 Non-Profit Organization who has been serving the greater San Joaquin County for over 16 years. Our Director, Frank Saldana, has over 20 years of experience working with the unsheltered community of San Joaquin County. His knowledge, compassion, and expertise are a vital part of the success that we have had with the unsheltered & low-income community. He, along with our dedicated staff, are committed to our motto of “Bringing Life Back to the People”. Inner City Action Inc has had several transitional housing facilities in the San Joaquin County since 2009 and has helped numerous unsheltered individuals through our Men’s and Women’s Discipleship Program. For the past 5 years, in partnership with the City of Manteca and the City of Lodi, we have successfully operated Low Barrier Shelters. We have had great success with transitioning the unsheltered into jobs, permanent housing, programs, residential homes, and reunification with family. Our 2020 to 2024 unsheltered individuals’ statistics are as follows:

• Unduplicated unsheltered individuals serviced in Manteca	777
• Unduplicated unsheltered individuals serviced in Lodi	1,190
• Transitioned to Programs	157 individuals
• Gained employment	91 individuals
• Reunification with family	43 individuals
• Pursued education	9 individuals
• Obtained Permanent Housing	58 individuals
• Connected to Behavioral Health Services	48 individuals
• Connected to Medical Services	171 individuals
• Provided hot meals	98,814 meals
• Provided showers	51,424
• Overnight shelter stays	45,598

We see homelessness as a byproduct of a much bigger root problem. We are committed to finding out each client’s individual story and we do that through, what we call, one-on-one Life Coaching. Through conversation and observation, our caring staff can tailor individual goals for each client. Every client’s story is different, therefore the needs for each client are different. Our method is very holistic, and we believe in treatment for the whole person. If there is a physical ailment or injury, we will facilitate doctor’s visits, if there is a mental health need, we will set them up with Behavioral Health services, while simultaneously seeking the best possible housing outcome for the individual. During our Life coaching sessions, we also identify any barriers that have prevented them from achieving their goals and work one on one with them to overcome these barriers or obstacles. Our Case Managers help individuals navigate and access services and resources, while our Life Coaching sessions help individuals develop targeted strategies for success in their own personal lives. We believe in celebrating these successes, both big and small. The small successful milestones provide the drive and motivation for individuals to keep working towards bigger goals. Inner City Action Inc strives to provide a family culture, where every person is included and is treated with dignity and respect.



PROPOSAL

Inner City Action Inc is proposing to facilitate the outreach and temporary shelter for the CARE (Compassion, Access, Reunification, Empowerment) Homelessness Pilot Program. While on outreach, our case managers will provide transitional triage, which includes identifying each unsheltered individual's specific needs, barriers, and goals. Our mobile outreach addresses their immediate needs by providing showers, fresh clothing, haircuts, and hot meals. While our case managers life-coach and develop a plan for their short- and long-term wrap-around services such as ID documentation, transportation, shelter placement, sober living and/or detox referrals, spiritual support, transitional housing programs, reunification, work programs, permanent housing, and behavioral health and medical services referrals. Our one-on-one Life Coaching allows us the opportunity to set individual goals on a personal level so that we can measure individual outcomes and achievements.

We propose setting up an 80x100 ft. tent shelter located at 3635 Calaveras Ave. Stockton, CA 95205. This temporary shelter will serve as a first phase of transitional housing for a time frame of 30-60 days with the intention of placement in one of the above-mentioned housing resources. Inner City Action Inc will strive to meet the goal of transitioning Clients quickly, by being proactive in our approach to setting immediate goals to set Clients up for success. Our Life Coaching sessions will be a vital part of keeping clients on track to meet their permanent housing goals. In our previous experience Inner City Action's strength has been transitioning people quickly. Inner City Action's case managers will assist with housing applications, referrals, and follow up with clients to ensure every effort is made to procure permanent housing. We understand that there is a significant waitlist for permanent housing in our county. Therefore, the tent will serve as first phase transitional housing. Local programs, sober living housing facilities, and shelters will serve as the second phase. The ultimate goal is to get these individuals into independent permanent housing. The temporary shelter will **only** be accessible to the unsheltered individuals resourced in the target area(s) approved by the strategic CARE Homelessness Pilot Program plan.

At the Transitional Center, Inner City Action Inc will provide daily showers, day and night security, meals (Breakfast, Lunch, Dinner), transportation for pick up/drop off for client appointments, administration, intake and registration, management services/staffing, Life Coaching, clothing and hygiene, overnight lodging, entertainment, animal services, storage, charging station, and a designated smoking section.

- Showers - mandatory daily for overnight clients
- Security - 24/7 Security monitoring entrance/exit and perimeter. Assuring safety for all clients. Check baggage and cars for any prohibited items such as weapons, drugs, or alcohol.
- Meals - Provide 3 meals daily. Breakfast, hot or cold items. Lunch and dinner are both hot meals.
- Drivers - Follow the established driving routes for Pick-Up and Drop-Off locations and transport clients to appointments within the City of Stockton.
- Administration - Oversee all Process and Procedures for the Center, keep records for client files and monthly reporting.
- Intake and Registration - This is where all intake forms are filled out, signs ups for showers, charging stations, storage assignments, pet intake forms, etc.
- Management Services/Staffing - Oversee all operations of the Center and Life Coaching. Hire full-time and part-time staff as needed to assist in management of daily operations.
- Clothing and Hygiene - Distributed daily before showers.



- Overnight Lodging - Provide clean bedding/pillows, nightly sleeping assignments, nightly sign in, collection of bedding in the morning and sanitizing of beds every morning.
- Animal Services - Kennels and pet food provided for pets. Occasional Veterinary services.
- Storage - Storage provided for Client's belongings.
- Charging Station - Charging stations are available by sign up daily. Charging is assigned in 1-hour increments to allow all Clients access to charging.
- Designated Tobacco Smoking Section - Safe place for Clients to smoke cigarettes/e-cigarettes.

Inner City Action Inc acknowledges the need to collaborate with local nonprofits, agencies, healthcare services, mental health services, social services, courts, law enforcement, probation/parole for the client's success and the success of this project. We firmly believe that clients should be given the best possible options for their unique situations to be safe and successful. Some of our local partners and resources include:

- Hope Family Shelters
- SJC Cares
- Behavior Health
- Hospital Social Services
- Community Medical Center
- Veteran Housing
- Lodi Access Center
- Salvation Army & Hope Harbor
- Loads of Hope
- Outreach Ministries International
- CommUNITY Service Team
- Prevail
- Sober Living
- Friends Outside
- Clothed in Dignity

SCOPE OF WORK

Project Name: CARE Homelessness Pilot Program

Company Name: Inner City Action Inc.

Project Location: 3635 Calaveras Ave. Stockton, CA 95205

Project Director: Frank Saldana – frank@innercityaction.org

Project Co-Director: Corinna Swenson – corinna@innercityaction.org



Project Objective: To provide mobile outreach services and temporary shelter with case management and wrap-around services for the unsheltered in Stockton from the Pilot Program targeted area. The Transitional Center will be a temporary structure providing a climate controlled, safe environment for the unsheltered community. This center will be equipped with daily necessities, 3 meals a day, showers, bathrooms, clothing, personal storage, and safe sleeping accommodations. Services will include transportation, pet care services, on-site security, and daily activities. The objective will be to give those who are willing and ready an immediate temporary interim sober living environment.

Deliverables: **Temporary Shelter** - Providing a safe and sober temporary stay for unsheltered individuals. Provide refuge and protection from the elements of weather and danger. Our staff will conduct Fire Watch inspections hourly from 9pm-6am to ensure everyone's safety.

Basic Needs - Daily services include breakfast, lunch and dinner, clothing, hygiene products, and daily showers.

Supportive Services - Case Management and Life Coaching to create individual plans and address contributing factors that have led each individual to homelessness. Assess and connect individuals to behavioral health and health care services as needed. Provide spiritual support on a voluntary basis to individuals who feel they need these services.

Housing Support - Assist individuals in finding and securing temporary and long-term housing options. Provide a space where we can schedule outside agencies to meet with clients in facilitating potential transitions to programs. Upon acceptance into such programs, we will provide a warm handoff to the new servicing agency.

Community Partnership - Networking with current and future partnerships and collaborating with law enforcement, government agencies, and other non-profit organizations to provide support for the overall project. Creating opportunities for the community's involvement in service projects and volunteering.

Safety and Security - To provide 24/7 security to ensure the safety of our clients, staff, and project success. Our comprehensive Safety and Security procedures are as follows:

- **Secured entrances**

All entrances to the Center will remain locked unless they are being staffed by an onsite security guard.

- **On-site security personnel**

Inner City Action will staff onsite security at the main entrance and all individuals and vehicles must stop at the security booth to check in prior to admittance into the Center.



At the check in Security will ask the individual to lift their pant leg to show their socks, empty their pockets, and perform a visual inspection of all bags and/or vehicles. Clients and guest may be asked to move items from their bags and/or vehicles to ensure Security has a clear line of sight to inspect for safety purposes.

- **De-escalating conflicts**

If a conflict ensues our onsite security and shift supervisor will make every attempt to de-escalate the conflict by communication and separating the involved parties to facilitate a resolution.

- **Entry and exit procedures**

Security will have all clients and guests sign in and out on the log upon entering and exiting the Center.

- **Possession of drugs and weapons including confiscation, disposal, or storage procedures**

The Transitional Center is a drug, alcohol, and weapon free facility. Security will follow all procedures including proper disposal of drugs, alcohol, and weapons into the amnesty locked box. If a client enters with a legal item that could be used as a weapon, such as a screwdriver or a legal pocketknife, the check in security will take the item and label it and include the client name and date. Security will then store the item away at the security booth and upon exiting the center the client may retrieve their item back from security. If the item is not retrieved the same day, the item is locked away in the back office until such time the client retrieves their item.

- **Procedure for reports of criminal activity on-site**

Onsite criminal activity is strictly prohibited at the Lodi Center and will lead to the client's disqualification to the Center and/or criminal charges depending on the severity of the crime. Our onsite staff will document the incident in a Client File Notes Report. If the criminal activity is severe, we will follow the procedure of contacting the police.

Data Collection and Reporting - Inner City Action is very familiar with the California Homeless Management Information System (HMIS). We currently have several members of our staff trained in data entry for HMIS. We will continue to track overnight stays in HMIS, track all in-house daily services provided, track transitions to outside resources and referrals, and provide a monthly numbers report. See attached exhibit "A" to the City of Stockton staff to measure the Pilot Programs outcomes and effectiveness.

Measurable Outcomes - Ensure the outcomes continue to align with the overall goals and objectives of the CARE Pilot Program. Our tracking system allows us to identify any improvements or adjustments that need to be made throughout the duration of the Pilot Program, ensuring the best possible results. Aligning the goals of the Pilot programs effectiveness with The City of Stockton local action plan to address homelessness by increasing access to services and coordinating efforts with other organizations and agencies.



- Timeline:** We anticipate the Transitional Center to be fully operational within 4 to 5 weeks after City approval. This will allow us time to hire and train additional staff, secure contracts for rental equipment, and obtain proper permits for the tent.
- Fee Schedule:** Proposed 2 month budget amount of \$272,430.00 and a one-time, upfront Start Up Cost fee of \$25,000.00. See attached exhibit B
- Budget Variable Costs:**
- Meals** - The proposed Feeding expenses in the budget were estimated at 50 people receiving breakfast, lunch, and dinner daily at \$5.00 per meal per day. The number of 50 people served was just a plugged-in figure to give you an example of potential costs in the budget. However, real costs submitted for reimbursement will be based on actual meals served by tracking daily meal counts to support expenses.
 - Personnel** - Includes Director, Co-Director, Front Desk Administrators, Security, Cooks, Shower operators, Drivers, and Floaters. Some personnel positions will need to be filled immediately for all shifts operations, however the need to increase additional personnel positions will be directly related to the increase in the number of shelter clients being serviced. The shelter is a 24/7 operation and does require 3 separate shifts. These are broken up into Day Shift Personnel, evening shift personnel, and Night Shift personnel.
 - Financials** - Inner City Action will furnish the City of Stockton with detailed monthly project financial reports for reimbursement. These reports will include copies of each expense such as receipts, salaries, cleared checks, and an invoice (See attached exhibit C) in chronological order. We will include a financial tracking cover page (See attached exhibit D) to show the total expense for each budget line item project-to-date and the remaining allocated amount per line item so there is complete transparency with the project's financial status. Our administrator will communicate closely with the designated city staff member to verify all reporting items are received and correct to ensure a proper turnaround for reimbursement. Our goal is to receive reimbursement 14 to 21 days after reimbursement reports are submitted.

Why is Inner City Action Inc the correct choice for this project?

Inner City Action Inc is confident that we are the best candidate for this project, because of our strong track record of delivering positive measurable results for similar projects in San Joaquin County. Our employees possess a high level of skill and knowledge in their extensive experience of working with the unsheltered community. Our positive transition results and daily service numbers in Manteca and Lodi have not only had a direct impact on the homeless but have assisted the City Staff in securing grant funding for future



permanent shelters. Our dedicated and hardworking staff are honored to serve the City of Stockton and see the CARE Homelessness Pilot Program's success.

In addition, Inner City Action Inc owns all the necessary mobile resources (shower, water tank trailer, clothing bus, food truck, beds, and tents) to set up operations to fulfill this project. Our expertise, knowledge, and years of experience working with tents, stakes, straps, and poles in a variety of weather conditions makes our organization uniquely qualified for this type of project. Procuring insurance for tent services is not easy to obtain if you do not have the experience and expertise that we possess. Therefore, we firmly believe Inner City Action Inc is the only viable organization to fulfill this project.

Inner City Action | XXXX | End of Day Totals | January 2024

DATE	CHECK-INS	BREAKFAST	LUNCH	DINNER	SHOWERS	VOLUNTEERS	OVERNIGHTS
1/1	72	39	47	27	47	6	41
1/2	73	43	42	21	47	4	44
1/3	72	31	32	19	44	3	36
1/4	68	30	28	22	47	8	41
1/5	78	29	35	16	49	4	41
1/6	62	33	35	26	46	4	44
1/7	69	38	39	17	45	2	42
1/8	67	24	35	23	48	3	46
1/9	73	27	47	23	50	7	46
1/10	80	29	42	36	52	4	48
1/11	85	40	47	24	55	2	48
1/12	78	35	41	24	48	4	40
1/13	82	40	47	32	50	6	45
1/14	80	32	42	37	48	2	45
1/15	74	38	46	25	48	4	47
1/16	81	39	51	12	51	20	44
1/17	87	31	48	13	42	10	39
1/18	79	37	47	27	49	7	43
1/19	86	39	48	27	52	8	45
1/20	90	39	50	28	48	6	45
1/21	87	34	64	40	57	2	52
1/22	93	33	55	22	57	8	49
1/23	89	48	54	30	32	8	48
1/24	89	46	61	35	51	8	47
1/25	86	36	48	32	51	9	45
1/26	85	40	57	27	50	9	40
1/27	86	44	44	34	51	5	43
1/28	81	27	56	28	42	7	44
1/29	85	44	61	8	36	6	44
1/30	91	38	59	27	42	5	46
1/31	93	36	60	26	47	42	45
TOTALS	2501	1119	1468	788	1482	223	1373

**EXHIBIT B****OPERATING COST TRANSITIONAL CENTER - 2 MONTH BUDGET**

	Cost	
Tent Rental	\$ 4,000.00	
Shower Rental	\$ 5,000.00	
Meals (\$5 per meal per person)	\$ 45,000.00	Estimated based on 50 people per meal
Rent for Church Land for Tent Site	\$ 10,000.00	Includes kitchen/room use
Utilities for Church	\$ 6,000.00	
Transportation (Fuel, Maintenance & Repairs)	\$ 3,000.00	
2 Storage Containers Rental	\$ 1,400.00	
Vehicle Insurance	\$ 1,400.00	
Office Supplies	\$ 1,000.00	
Janitorial/Cleaning Supplies	\$ 1,600.00	
Portable Bathroom Rental/Services	\$ 5,000.00	
Heaters/AC Rental	\$ 14,000.00	
Miscellaneous (propane, hygiene etc)	\$ 5,000.00	
Hair Cut Station	\$ 300.00	
Life Coaching	\$ 2,400.00	
Insurance	\$ 1,250.00	
Laundry Services	\$ 3,500.00	
Veterinary Care / Pet Food	\$ 2,000.00	

PERSONNEL COST TRANSITIONAL CENTER - 2 MONTH BUDGET

	Cost	
Day Shift Personnel Cost	\$ 60,560.00	
Evening Shift Personnel Cost	\$ 38,080.00	
Night Shift Personnel Cost	\$ 38,640.00	

OTHER PERSONNEL COST - 2 MONTH BUDGET

	Cost	
Workers Comp Insurance	\$ 5,700.00	
Employer Payroll Tax	\$ 10,000.00	

TOTAL TRANSITIONAL CENTER	\$ 264,830.00	
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*Feeding expenses were estimate on 50 people served per meal during breakfast, lunch, and dinner. Total real costs submitted for reimbursement will be actual meals served with tracking numbers to support expense.



EXHIBIT B

OUTREACH - 2 MONTH BUDGET

	Cost	
Shower Rental	\$ 2,000.00	
Water Pump Truck Rental	\$ 1,000.00	
Meals	\$ 2,000.00	
Fuel / Propane	\$ 1,600.00	
Hygeine	\$ 400.00	
Janitorial / Cleaning Products	\$ 200.00	
Laundry Services for Towels	\$ 200.00	
Hair Cut Station	\$ 200.00	
TOTAL OUTREACH	\$ 7,600.00	



EXHIBIT B

START UP COST (Based on 50 Clients)	
	Cost
Pop-up canopies	\$ 1,200.00
Fire Proof Filing Cabinets	\$ 1,000.00
Printer	\$ 250.00
Shelving units	\$ 700.00
Pet Kennels	\$ 600.00
Fire extinguishers	\$ 600.00
Signs/Banners	\$ 1,000.00
Illuminated Exits Signs	\$ 1,600.00
Food Warmers	\$ 1,700.00
Lights	\$ 450.00
Charging stations	\$ 75.00
Coffee Pot	\$ 150.00
Towels	\$ 700.00
Bedding (sheets, pillows, and pillow cases)	\$ 2,750.00
Mattress protective covers	\$ 1,000.00
Extention cords & covers	\$ 2,000.00
Tables	\$ 600.00
Bicycle racks	\$ 400.00
Cigarette butt receptacle	\$ 150.00
Amnesty Box	\$ 75.00
Electrician and supplies for power to Tent	\$ 3,000.00
Miscellaneous supplies	\$ 5,000.00
TOTAL START UP COST	\$ 25,000.00

Inner City Action Inc.
1169 S Main St. #326
Manteca, CA 95337



Phone: 800-466-7205
E-mail: info@innercityaction.org

Invoice

Invoice #01100
Date: July 1, 2025

To:

City of Stockton
ATTN: Project Manager
425 N El Dorado Street
Stockton, CA 95202

For:

CARE Homelessness Pilot Program



DESCRIPTION			AMOUNT
Transitional Center June Expenses (see attached)			\$0.00
Outreach June Expenses (see attached)			\$0.00
TOTAL JUNE REIMBURSEMENT OWED			\$0.00

Make check payable to: Inner City Action Inc.

Thank you for your business!

XXXX XX XXXX
XXXX
REIMBURSEMENT REPORT

PROJECT TITLE: <u>SAMPLE</u>	
Project Number: _____	
Project Funding Year: <u>2023-2024</u>	
Subrecipient	
Name: <u>Inner City Action Inc.</u>	Dates Expenditures Incurred From: <u>8/1/2024</u> To: <u>8/31/2024</u>
Address: <u>1169 S Main St. #326</u>	
<u>Manteca, CA 95337</u>	

COST CATEGORY	ANNUAL ALLOCATION	EXPENSES THIS MONTH	CONTRACT-TO-DATE EXPENSES	BALANCE OF FUNDS	PROJECT-TO-DATE EXPENSES
PERSONNEL					
1 Salaries	\$ 725,746.00	\$ 53,289.56	\$ 527,026.32	\$ 198,719.68	\$ 1,224,416.28
2 Workers Comp Insurance	\$ 33,000.00	\$ 1,870.45	\$ 20,024.74	\$ 12,975.26	\$ 45,893.21
GENERAL NON-PERSONNEL					
3 Tent Rental	\$ 12,000.00	\$ 1,000.00	\$ 10,000.00	\$ 2,000.00	\$ 25,483.75
4 Shower Rental	\$ 24,000.00	\$ 2,000.00	\$ 20,000.00	\$ 4,000.00	\$ 50,387.00
5 Bathroom Rental	\$ 36,400.00	\$ 3,073.95	\$ 31,915.63	\$ 4,484.37	\$ 76,282.48
6 AC/Heater Unit Rental	\$ 76,050.00	\$ 6,085.36	\$ 66,536.70	\$ 9,513.30	\$ 159,938.27
7 Transportation	\$ 12,000.00	\$ 651.11	\$ 6,062.50	\$ 5,937.50	\$ 14,853.03
8 Dry Containers	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00	\$ -
9 Office Supplies	\$ 7,200.00	\$ 180.50	\$ 1,703.52	\$ 5,496.48	\$ 5,870.18
10 Janitorial	\$ 6,000.00	\$ 56.20	\$ 1,718.55	\$ 4,281.45	\$ 3,253.43
11 Liability Insurance	\$ 1,250.00	\$ -	\$ 628.53	\$ 621.47	\$ 2,083.21
12 Miscellaneous	\$ 20,000.00	\$ 801.38	\$ 14,641.08	\$ 5,358.92	\$ 35,297.74
13 Meals	\$ 89,425.00	\$ 5,565.00	\$ 59,466.08	\$ 29,958.92	\$ 135,966.08
14 Neighborhood Clean Up	\$ 41,756.00	\$ 2,187.72	\$ 23,362.86	\$ 18,393.14	\$ 52,231.18
15 City Wide Clean Up	\$ 23,504.00	\$ 1,860.69	\$ 14,587.91	\$ 8,916.09	\$ 14,587.91
16 Supplies/Outreach Materials	\$ 13,000.00	\$ 66.58	\$ 1,798.72	\$ 11,201.28	\$ 3,894.97
17 Veterinary Care	\$ 7,500.00	\$ -	\$ 412.35	\$ 7,087.65	\$ 412.35
18 Additional Laundry Service	\$ 6,000.00	\$ 500.00	\$ 5,000.00	\$ 1,000.00	\$ 11,000.00
19 Additional Tent	\$ -	\$ 1,000.00	\$ 10,000.00	\$ (10,000.00)	\$ 28,547.25
20 Start Up Cost	\$ -	\$ -	\$ -	\$ -	\$ 35,805.29
TOTALS	\$ 1,140,831.00	\$ 80,188.50	\$ 814,885.49	\$ 325,945.51	\$ 1,926,203.61
REIMBURSEMENT REQUEST AMOUNT:		\$ 80,188.50			

Signature

Date

Printed Name

Title



Tent by Inner City Action at Weber Point, Stockton
2019





Clients receiving items from Clothing Closet



Safe and secure rest

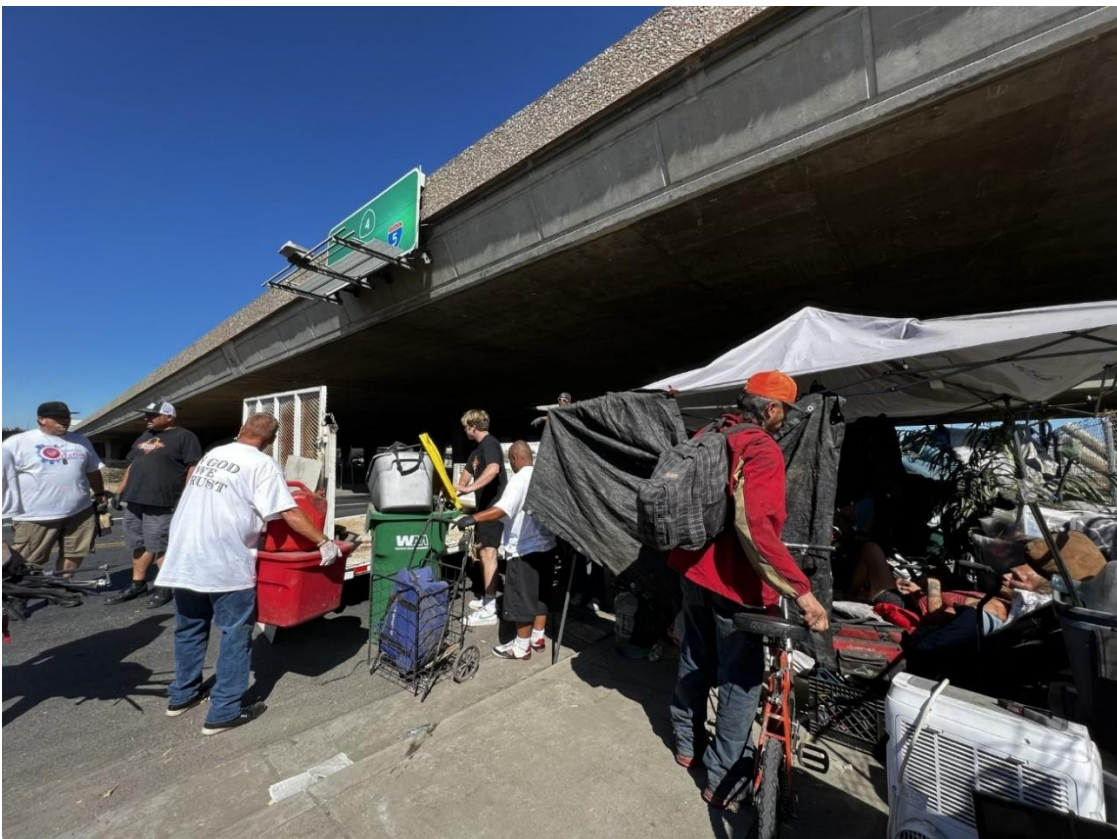


Holiday events with the clients





Outreach



Encampment clean up