



## Introduction

CSH is pleased to submit this proposal to provide consulting services to Broward County to build on the work from 2018 and add an Employment component to the newly updated *A Way Home Strategic Plan to End Homelessness*.

In June of 2018, Broward County CoC began the process of revising their Plan to End Homelessness, *A Way Home* to build on the work that had been done and identify the gaps and services, housing interventions, policies and procedures where there is work that is still needed. Broward County CoC engaged the Corporation for Supportive Housing (CSH) to facilitate a data-driven process in which stakeholders from every sector of the community were invited to give input and share their knowledge and experience in shaping the updated *A Way Home Plan*. Four tenants were identified in the updated plan, and this proposal addresses the request to add an employment tenant to the current plan.

CSH has significant experience in facilitating community processes, advising on systems change across the country, and possesses extensive expertise on the HEARTH Act and Continuum of Care (CoC) operations as well as service provision and Supportive Housing development.

## Scope of Work

CSH will work with leadership and key stakeholders across the Broward County Continuum to determine how to best integrate employment services into the array of services available for individuals experiencing homelessness. We will accomplish this through the following three-phased Scope of Work:

### I. Assessment Phase

**Timeline: September - October 2019**

#### **Task #1: Employment Resource Mapping and Gaps Analysis**

CSH will review existing materials, earlier strategy reports, and nationwide Best Practices to complete the mapping and analysis remotely. In addition, CSH will provide templates to collect any additional information needed for an accurate employment resource mapping.

#### **Task #2: Stakeholder Engagement**

CSH will facilitate no more than eight (8) stakeholder telephone interviews (these could be with multiple stakeholders at a time for efficiency) with a wide-range of stakeholders identified by the Broward Partnership, including but not limited to CoC staff, CareerSource, service and housing providers, persons with lived experience, and other nonprofit and government stakeholders in order to identify gaps and challenges.

Work for this phase includes:

- Reviewing key documents, data and information provided by CoC staff
- Engaging in background discussions and interviews with staff and other key stakeholders as determined by CoC staff
- Identify existing gaps relative to available capacity
- Resource mapping to identify current resources and which additional resources are needed for employment efforts
- Scan national Best Practice models and recommendations to inform the work

CSH will facilitate four (4) 30-minute check-in calls with the Partnership to ensure that all information is collected from relevant stakeholders to create a comprehensive picture of current employment resources.

## II. Recommendations Phase

**Timeline: October 2019**

### Task #3: Develop and Present Draft Recommendations

Leveraging lessons learned and insights shared through the stakeholder interviews, resource mapping, and gaps analysis, CSH will draft a Strategy Memo with recommendations on strategies for integrating employment supports into the array of services available to individuals experiencing homelessness, as well as improve screening, assessment, and ancillary supports. Recommendations will be based on our review of Broward data and conversations with stakeholders and will incorporate CSH's knowledge of best practices from around the country. The recommendations will identify existing gaps relative to available capacity and will provide recommendations and actionable opportunities regarding how to address those gaps.

CSH will present the draft report to the Continuum of Care workgroup in October, 2019

## III. Finalization Phase

**Timeline: October – December 2019**

### Task #4: Produce Final Strategy Memo

CSH will remain engaged with the CoC to ensure that we are achieving progress against the group's targeted goals and to solicit feedback as employment supports are integrated in the community. CSH will schedule two (2) group follow-up calls with stakeholders for their input on the draft to further develop recommended strategies.

CSH will incorporate feedback received from the CoC and stakeholders to finalize the Strategy Memo for incorporation into the *A Way Home* plan and send to Broward County in November, 2019 via email.

### Task #5: Training on Employment Component

CSH will deliver an in-person training to CoC Board and/or PONG Committee and staff on the final recommendations for implementation of the Employment Component to the A Way Home Plan.

## Proposed Budget

CSH proposes a budget of \$15,975 for our consulting services. This cost includes 62 consulting hours.

Activity	Notes	Proposed Cost
Resource Mapping and Gaps Analysis		\$2,450
Stakeholder Engagement		\$2,650
Draft Recommendations		\$4,425
Final Report		\$2,450
On-Site Training		\$4,000
<b>Total</b>		<b>\$15,975</b>

Please note that we would be happy to modify the scope of work with your feedback to best meet your needs.

## Contact Information

Thank you very much for the opportunity to submit this proposal. For further discussion and information, please contact Robyn Andrews, Senior Program Manager of CSH Southeastern Region, at [robyn.andrews@csh.org](mailto:robyn.andrews@csh.org) or 904.556.2496.