



Dear Homelessness Response System Stakeholders and Community Partners,

The San Francisco Department of Homelessness & Supportive Housing (HSH) and the Local Homeless Coordinating Board (LHCB) are excited to invite community partners, including people with lived expertise of homelessness, service providers, and key City departments, to serve on a new, collaborative **Coordinated Entry (CE) Redesign Implementation Committee**. This committee will build off the work of the Coordinated Entry Redesign Workgroup, which created [recommendations](#) for re-imagining San Francisco's Coordinated Entry System.

Background

In 2022, HSH initiated the first two phases of improving Coordinated Entry. The primary goals of this process are to implement more equitable CE processes and increase access to housing and services for people who have been historically marginalized and most disparately impacted by homelessness in San Francisco. More information about the first two phases can be found [here](#).

Phase 1: Coordinated Entry Evaluation

HSH engaged in a 3rd party evaluation that gathered broad community input and data on the current system. HSH released the findings in the July 2022 Coordinated Entry Evaluation Report and held 3 public town halls to receive feedback on the findings and ways to redesign CE.

Phase 2: Redesigning Coordinated Entry

In early September 2022, the LHCB and HSH announced an "Invitation to Apply" for a new, voluntary, multi-stakeholder workgroup that worked collaboratively to develop recommendations for redesigning key parts of CE. This workgroup, referred to as the CE Redesign Workgroup, prioritized the inclusion of people who represent groups most disparately impacted by homelessness in San Francisco. The Coordinated Entry Redesign Workgroup met weekly from October 2022 through January 2023. The [final recommendations](#) were approved by the LHCB on April 3, 2023.

Committee Overview

The implementation committee is a community-led body that will work in partnership with HSH and the LHCB. The number of committee members and the committee's structure and roles will be determined once applications are received. The final committee structure will be made available to the public and presented to the LHCB. The committee members will serve on an ongoing basis and will abide by the recommendations from the CE Redesign Workgroup, including:

- Serve as a key partner to operationalize the redesign workgroup's recommendations, including changing the CE assessment questions and prioritization criteria and approving the Client Bill of Rights
- Develop a charter for the committee, which will include terms and sunset period, who appoints the people, and what demographics and geographic areas of representation are needed

Expectations for the committee will be developed in partnership with the committee, the LHCb, and HSH. However, members can generally expect to meet once a month (and may meet biweekly in the first 3 months) for about 2 hours and dedicate about 4-6 hours each month to the committee. The committee members will serve on an ongoing basis for ideally 1-2 years. The committee can decide if meetings will be remote or in person. HSH and the LHCb hope to seat this committee by June 2023.

Committee Membership

HSH and the LHCb will continue to prioritize the inclusion of those most directly impacted by homelessness and closest to the Coordinated Entry system and seeks to establish a committee that is representative of the populations most impacted, including Black people, Latinx/e people, and LGBTQ+ people. The committee will be comprised of community stakeholders and people with lived expertise of homelessness selected by the San Francisco LHCb Coordinated Entry committee chairs in consultation with HSH and other City departments. HSH values the experiences of people with lived expertise of homelessness, and HSH and the LHCb are seeking representation from people who can bring this lens to the working group.

The working group will be supported by expert consultants from the [Corporation for Supportive Housing](#) and [C4 Innovations](#) to implement the recommendations and reimagine the future of Coordinated Entry in San Francisco.

HSH and LHCb are seeking committee members with the following experience and expertise:

1. People with current or past experience of homelessness and/or who have personally utilized the San Francisco Coordinated Entry system or experienced challenges with CE
2. Family Coordinated Entry or provision of services for families
3. Adult Coordinated Entry or provision of services for adults
4. Coordinated Entry for Youth or provision of services for youths
5. Safe Housing Working Group / Domestic Violence or provision of services for people fleeing violence
6. People with current or past experience with the criminal justice system or provision of services for people with involvement with the criminal justice system

How to Express Interest: If you have the experience and expertise HSH and the LHCb are seeking, and you are interested in participating, please complete [this application form](#) or nominate someone by completing this form with their consent by end of day June 2, 2023. If you are unable to complete the online submission form, would prefer to speak to someone, or need translation services, you may call (415) 757-8860 or email hshcoordinatedentryredesign@sfgov.org. After you submit your application, you may be invited to a conversation with the LHCb and HSH to discuss the committee and expectations for participating in more depth.

Participation Incentives: People with lived expertise and any other members who are not paid by their employer for time spent on the committee during their paid work time will be provided compensation for participation in committee activities. Support will be available to understand the payments and how it may impact any taxes and public benefits.

If you have any questions about this committee or the Coordinated Entry Redesign process, please do not hesitate to reach out to (415) 757-8860 or hshcoordinatedentryredesign@sfgov.org.



Thank you for your interest!

San Francisco Department of Homelessness & Supportive Housing
and
San Francisco Local Homeless Coordinating Board

