

***Pallet Shelters:
A Pragmatic “Tiny Home” Solution for
Allentown’s Unsheltered Community***



H.O.P.E Village of Allentown

Housing Organized by People Everywhere

Phase 1

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December 2020 - (Revised February 2021)

Issues:

The City of Allentown has an increasing number of unsheltered residents living in the community. The Eastern PA Lehigh Valley Regional Homeless Advisory Board reports that 678 individuals were experiencing homelessness in the Lehigh Valley in 2019. ⁶ The Covid-19 pandemic has brought the numbers of those experiencing homelessness to rise exponentially. “Organizers noted that in 2019 alone, 2,885 people who were homeless or at risk of being homeless sought information through the eastern Pennsylvania 211 social services helpline” (The Morning Call, Laurie Schroeder, 2020).² We expect these numbers to rise as COVID-19 has impacted our region. The number of homeless individuals in 2020 revised February 18th 2021 from the PA Continuum of Care’s HMIS system, shows a 50% increase. Furthermore, the inner city zip code 18102 counts for nearly 71% of the total people experiencing homelessness in the city of Allentown. Not only was the estimation in 2019 correct, but it is an alarming number as we head into the end of the coronavirus pandemic eviction and moratorium periods. ⁸

The largest “Tent City” of Allentown, located South of Martin Luther King Jr. Drive had three community members die in the year 2020. These deaths were not drug related, and could have been prevented if a housing model like we are proposing would have been in place. “Tent City” was forced to close indefinitely on November 14th 2020, which caused all 75 unsheltered residents at that encampment to scatter to different areas of the city. The danger in having emergency services go into these areas to address medical emergencies should not have to be pointed out, but the truth is having a community set up which is easily accessible will lower the risk to our dedicated first responders.

The unsheltered community needs essential basic services to guide their journey to autonomy. The most essential services and needs to be met are: assistance with necessary

documentation ie: (social security, birth certificate, state ID), shelter, mental health services, addiction treatment, job placement, and supportive care. Avoiding implementing a long-term pragmatic solution for Allentown's unsheltered community is a disadvantage to the city's overall well-being. There is a lack of sustainable cost effective housing options for homeless individuals in the Allentown area. The wait list for housing is long and the housing offered is often poor in quality. This poor quality housing offered includes programs such as rapid rehousing and transitional housing programs. Traditional shelters exhibit overflow, unsanitary living conditions, lack of privacy, and family division. A very important factor to consider is with little to no safety or security, homeless women with children living on the streets often fall victim to human/sex trafficking, drug addiction, assault, and rape.

Goals:

There are three basic goals in implementing HOPE Village of Allentown. 1) To create a supportive and restorative shelter community for unsheltered residents. 2) To provide safe and cost-effective sheltering options for those who are currently homeless, with the future goal to expand the initial phase of Hope Village of Allentown project to resemble "Community First! Village" located in Austin Texas. 3) To create a rehabilitative program designed to support those experiencing homelessness and give them the tools to continue to succeed.

Possible Locations:

1) One acre on the State Hospital: property at 1600 Hanover Avenue. The Master Plan Visual needs 30,800 square feet (220' x 140') for phase one which includes 25 Pallet Shelter's and all other necessary structures and features. One acre is 43,560 square feet.

2) 601 S Tenth Street: is an empty lot near bus routes and all necessary services. It is secluded from the community and will have work opportunities close by, as the lot across from the location is developed for industrial businesses, which could open up employment opportunities in the future.

3) Fountain Park Pool: The Fountain pool park was recently used as the city's warming station for a time. The ground would have to be raised out of the flood zone, the old pool would need to be backfilled, but all the existing plumbing could be utilized for the utilities for these units and the multipurpose community center.

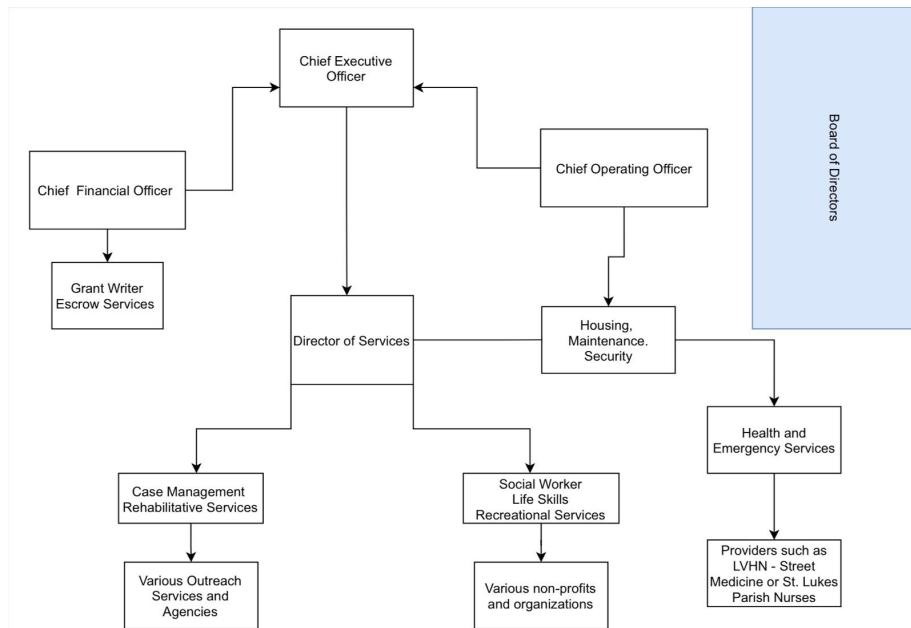
Non-existent plumbing and sewage will be a large expense.

These properties are examples of areas where Hope Village of Allentown could be located. We are working with the city on additional property options. In the event there are no options available to us through the city, or the county, an additional \$200,000 will be required to buy the land needed for this project. We want to make sure that the residents of Hope Village of Allentown are located close to the city and community. Integrating these individuals back into the community requires a community willing to integrate them into. We have over 400 signatures of Allentown community members, as well as signatures of organizations willing to offer services and who approve of this tiny home community.

Operations:

Hope Village of Allentown will be a community maintained and operated by the fiscal agent and nonprofit entity Operation Address The Homeless. (OATH) Operation Address The Homeless has been providing meals, showers, clothing, and so much more to the area homeless for the last 8 years. OATH's total homeless meal count for the year 2020 is 16,390, with about

90% of those people being provided clothing and showers as well. Our “Farmers to Families” food box trucks (provided by the USDA) which OATH distributes to low income residents, have given away over 38,000 boxes of food and over 80,000 gallons of milk since May of 2020. Our number of registered families and organizations providing to their families is 1,110 for the food box events alone.



Hope Village of Allentown will have a board of directors consisting of volunteers from various organizations will be in charge of daily operations and program management. A housing first entry model will allow for any homeless person(s) to be considered for the application process, and will offer rehabilitative coordinated services to get the homeless “off the street and back on their feet”. Phase 1 of this community will initially be built using a company called “Pallet Shelter”. Pallet Shelter’s mission statement includes, “our durable, portable, and affordable shelters are a stepping stone out of personal crisis and into a life of stability — because a shelter changes everything”. (Pallet, 2020¹). Their shelters are a “tiny home” like structure that comes ready to go with everything included to shelter people right away using very

little time and no tools required. Pallet shelters were designed using input from people experiencing homelessness, and the company employs them as well.

The program will include the following: Every resident of this community will need to have valid identification. The program will facilitate procuring the necessary documentation to obtain identification should the resident not have it. Residents must be eighteen years of age, (or accompanied by a parent in the case of families seeking shelter). Residents will be required to work and pay a nominal rent while living in the community. Monthly rent will cost anywhere from \$25-\$50, depending on what the residents income level is and what monetary assistance they qualify for. The “rent” will be refunded back to the resident to be used to secure their permanent housing upon completion of the program. The length of stay for each resident will vary and be individually determined on a case by case basis.

Residents will be required to open a bank account and required to save money in their account. The potential exists for collaboration with Allentown’s Bank On Allentown program, which assists with the creation of a savings account and a path to lifelong financial stability. Participating organizations and partners will support these person(s) with job opportunities and chores on the community grounds, which will count as hours worked or community service hours (dependent on the individuals legal situation) with an hourly wage at or above the minimum national wage. Operation Address The Homeless, along with Hope Village Board of Directors, have developed the rules of the program and will monitor the residents. Residents must follow the community guidelines based on a three-strike rule model. If any resident is not willing to follow community rules and has three major violations, their Pallet Shelter will be forfeited to another unsheltered individual on the waiting list. The first 25 Pallet Shelter homes will be based on willingness, and qualifying criteria . It will also be based on volunteer work and

participation of the intensive program of Hope Village of Allentown residents. Residents must complete at least 6 hours of rehabilitative services per week, along with 6 hours of life skills/recreational activities if employed. Together that is 12 hours per week of program offerings which will include:

<u>Rehabilitative/Intensive Program Offerings</u>	<u>Skills / Recreational Program Offerings</u>
Mental Health Services	Gardening
Drug and Alcohol	Cooking
GED Classes	Computer & Trade Skills
Family Counseling - to reconnect with estranged family	Yoga & Fitness
Life Skills	Music
Parenting Classes	Art
Documentation Advocacy	Poetry/Writing

*We will also offer various weekly religious services and study groups to those who choose a path of healing through practicing religion. Religious services are optional, but will count toward required program hours.

Bus passes will be provided to all current residents of this community on an as needed basis. Residents will also be able to receive mail at Hope Village of Allentown. Residents will also be free to come and go, with a curfew of 9:00 P.M. (if working late verification must be provided). A “Housing First” approach will take place for the first 30 days, after that, the client’s who struggle with addiction will be required to attend substance abuse counseling and/or drug screenings for illicit drugs (excluding medical cannabis). Screenings will be given unannounced and given on suspicion or visible intoxication by staff or participating organizations. Hope Village of Allentown will also provide transitional peer support for a resident(s) upon leaving the



Pallet Shelter Community. This will ensure a person(s) success and help them positively transition back into being a stable member of society..

Community Features:

The key features of this Pallet Shelter community are as follows: Individual Shelters, Healthcare Center, Central Bathrooms and Showers, Storage Area, Kitchen/Dining Area, Laundry Area, Maintenance Shed, Community Gardens, Outside Pavilion Area, Common area, and Garbage/Dumpster area, where tasks can be delegated to members as a democratic community. Total estimated costs for the completion and first year for this community is \$473,225

1) **Individual “Pallet shelter” Community** : Housing is a basic human right.

According to first-hand accounts with our own unsheltered residents, it is nearly impossible to think of becoming a stable and integrated community member when safety and security are lacking. When one is in survival mode the barriers to improving the quality of life are many. Stable and basic shelters within a secure community will be the solution for that issue. “Pallet Shelter” is the company that makes the shelters that Hope Village of Allentown is proposing. They are a panelized temporary shelter that is reusable, easily sanitized, and durable. Pallet Shelters come in two sizes. “Pallet 64” is 64 Square feet and can shelter 1-2 people(s). “Pallet 100”

is 100 square feet and suitable for a family of four. Both shelter sizes are pest, mildew, mold, and rot resistant. They are made of organic material and come complete with a roof, windows, a locking front door, electricity hook up, heating and cooling unit, pull-out beds, and counter space. Safety features include smoke detectors, egress hatch, and fire extinguishers. These durable shelters stand up to 120 mile per hour winds, snow loads of over 1,000 pounds. One Pallet Shelter can be assembled and placed anywhere within 30 minutes, using no tools. The first major use of Pallet was during Hurricane Katrina in the FEMA camps. The design has been perfected over time resulting in the many communities that use them today for their homeless populations across the country. The first year of this community should consist of 25 Pallet Shelters. We included 20 of the “Pallet 64” units and 5 of the “Pallet 100” units. Each “Pallet 64” is approximately \$6,905 and each “Pallet 100” is \$9,205. After the first year, an additional 25 units can be added until Hope Village of Allentown can serve 100 of Allentown’s unsheltered individuals. Total for all 25 shelters : \$184,105

- 2) **Electrical:** All electrical lines will be connected to existing electrical lines on the property. Each individual unit is outfitted with its own electrical system. Options include solar power for each individual unit or a direct hookup to each individual unit. Another central breaker box will be needed to serve the electrical needs of the healthcare center, bathroom, showers, kitchen, dining area, and laundry area. Considering the cost of structure, transportation, installation, labor, taxes, furnishings, electrical work and all other expenses, the estimated cost is \$20,000.

- 3) **Multi-purpose Community Center** : This structure will consist of 4 - 40' high cube shipping containers welded together to make one large common/recreational area that will be multi-purpose. The inside will be furnished with all necessities including a full kitchen with multipurpose dining/recreational area, a laundry area with large capacity washers and dryers, 3 full bathrooms, private medical/exam rooms, 2 staff offices, and a maintenance office storage area etc. It will also include a dumpster off the kitchen area, The weekly pick up service for this will cost \$600 monthly. The annual cost of this necessary trash service will be \$7,200.

Considering the cost of structure, transportation, installation, labor, taxes, furnishings, electrical work, heating and cooling and all other expenses, the estimated cost of the multi purpose Community Center is approximately \$45,000. This structure can be secured and locked during non operational hours. Breakfast, lunch, and dinner will be served by local partners. Group activities and support groups will operate out of this building. Healthcare volunteers from various local organizations should provide basic health services on a monthly basis. These organizations should include Lehigh Valley Health Networks Street Medicine and/or St. Luke's Hospital Networks Parish Nurses – the area's two largest healthcare organizations.

- 4) **Communal Bathroom and Showers**: These will be open 24 hours a day. This structure will consist of two 40' shipping containers – one for men and one for women. Each container will be equipped with four individual fitted standing showers (eight total), four individual bathroom stalls with toilets (eight total) and three sinks (six total). All drainage will be connected to existing sewage lines on property. All water lines will be brought into these structures from existing water lines on the

property. Volunteers from various local organizations should provide these basic on-site services. These organizations should include: Habitat for Humanity, Bath-Fitters, and Allentown's Housing Association and Development Corporation. Considering the cost of structures, transportation, installation, labor, taxes, furnishings, plumbing, electrical work and all other expenses, the estimated cost of this structure is approximately \$35,000.

- 5) **Storage Area:** This structure will consist of one 40' shipping container. Half of which will be used by residents who will receive two large plastic bins placed in marked areas to store personal goods and property. This half of the storage unit will be locked and secured. It will only be open upon request and one resident allowed inside at a time with authorized volunteers or personnel. The cost of this storage unit and plastic bins with shelving will approximately be \$6,000. This unit's other half will store garden and grounds maintenance tools and necessities.

- 6) **Community Gardens and Outside Pavilion Area:** This area will consist of six 20'x10' garden beds. They will be lumber construction and filled with a mix of cleaned topsoil and mushroom/compost soil. The pavilion area will be a 20'x14' pavilion with a concrete base. It will have 6 full-sized picnic tables under it so residents can enjoy outside – even in rainy weather. Volunteers from various local organizations should provide these basic on-site services. These organizations should include Rodale, Penn State Lehigh Valley, Muhlenberg College and other gardening and agricultural-focused organizations. Considering the cost of lumber gardens, pavilion construction, transportation, installation, labor, taxes, and all other expenses,

the estimated cost of these structures is approximately \$2,000 for the gardens and \$12,000 for the pavilion area; for a total of \$14,000.

- 7) **Paid Staff** will include a director of operations at at least \$17 per hour, 1 part time day time manager at \$13 per hour and 2-3 paid security guards also at \$10 per hour. The cost for this is estimated and should not exceed \$125,000

Measure of Success:

Hope Village of Allentown's measure of success is going to be based on the number of clients who:

1. Obtain gainful employment while in the program.
2. Maintain sobriety and control over their physical and mental wellbeing.
3. Complete necessary educational milestones which may have been hindered in the past.
4. Reconnect with their family and build healthy relationships with their fellow community members.
5. Move into permanent housing after completion of Hope Village of Allentown's programs.
6. Becoming a stable and integrated member of society.

Measurables and Projections

Phase 1 of Hope Village of Allentown's proposal will include twenty pallet shelters, each being able to house two residents. There will also be five units which will be able to house four

individuals each – these will be reserved for families. Maximum occupancy during Phase 1 will be 60 individuals – forty people in the twenty units which can hold up to two individuals each and another twenty individuals in the five larger units, which can house four individuals each. Four shelters will be reserved and unhoused to be used for emergency housing situations, therefore, “Phase 1” housing will not be at full capacity unless there are four emergency housing situations that are being dealt with at the same time.

Our goal is to reach phase 2, which will allow us to expand our community to resemble the Community First Village, located in Austin Texas.⁷ Each of the twenty “transitional housing units” will be able to accommodate two individuals that have successfully completed criteria to transition from the pallet shelters side to the Phase 2 side. Once Phase 2 is constructed and completed, the entire HOPE Village will be able to accommodate 100 residents. Phase 2 will integrate more permanent structures in Hope Village of Allentown. Phase 2 will be for the residents that have successfully finished programming in Phase 1. This will ensure these individuals and families to continue their journey to permanent and stable living. Our vision is to house those individuals who would otherwise be out on the streets. This will ensure that we can house more individuals and families to reach stability and autonomy.

Cate Mingoya, author of a case study published by MIT states, “Many municipalities aren't quite sure how to handle tiny house villages for the homeless,” Mingoya says. “The villages bring up a lot of sensitive issues and uncomfortable questions: Why are there so many homeless? Where will people be comfortable with them? Is this safe? Will this work? Is this a good use of taxpayer money when we have so little already?” Mingoya’s research, however, finds that if municipalities embrace the concept, and institute appropriate regulations, tiny house villages offer significant advantages to cities and the residents. The study also finds that housing

the homeless lowers the costs associated with emergency healthcare visits and lowers police calls overall.⁶

According to the success rates of the other tiny home villages across the U.S. that we have used as a blueprint for Hope Village of Allentown, we are expecting to have an 80% success rate from: contacting and housing unsheltered individuals, obtaining proper identification, applying a legitimate address to their name, opening a bank account, obtaining at least part-time employment, successfully accomplishing daily, weekly and monthly treatment goals, and finally transitioning to Phase 2 housing. After the first twelve months, we expect to move 40 of the original 60 residents into Phase 2 housing or into housing of their choice. Our goal is to be open for “Phase 1” by Thanksgiving of 2021.

Other funding sources to consider are:

- Melville Charitable Trust
- Trexler Trust
- DanPaul Foundation
- Carpenter’s Shelter
- Common Bond
- HomeFront
- McKinney-Vento Homeless Assistance Grants
- The Smile Trust
- City Center
- Local philanthropists
- Local large corporations

Successful Case Studies:

There are over a dozen cities across the United States that have implemented a similar Tiny Home or Pallet Shelter Community model with successful sustainable outcomes. The following are cities and counties that used this model as a solution for their unsheltered residents:³⁴⁶

- Tacoma, Washington
- Redondo Beach, Los Angeles, California
- Santa Cruz, California
- Lane County, Oregon (supplied 3 cities with 120 Pallet shelters)
- Sonoma County, California (pallet shelter community)
- Sacramento, California
- Austin, Texas (Community First Village)
- San Diego, California
- Los Angeles, California (My Tiny House Project)
- Trenton, New Jersey (Homefront)
- Detroit, Michigan (CASS community tiny homes)
- Syracuse, New York (Tiny Homes for Good)
- Nashville, Tennessee (Infiniti Village)
- Seattle, Washington (Othello Village)
- Newfield, New York (Second Wind Cottages)
- Olympia, Washington (Quixote Communities)
- Portland, Oregon (Dignity Village)
- Dallas, Texas (Cottages at Hickory Crossings)
- Kansas City, Missouri (Veterans Community Project)

“The Community Ask”:

The City of Allentown has taken too long to implement a sustainable solution for our unsheltered community – one that is not a band-aid response and one that treats these members of our community with dignity. This Pallet Shelter Model is the most cost effective, sustainable, previously tested, and pragmatic solution.

The request is simple, for the overall improvement of our city and to increase public safety amongst all of our residents, we ask that a majority of city council members vote to approve \$473,225 for the proper implementation of this program for 2021. The proposed city budget for 2021 is approximately \$118,000,000 - \$473,225 is .028% of the total city budget. Lastly, the City of Allentown’s “general fund” unassigned balance is currently \$10 million, this budget item is more commonly referred to as the “Rainy Day Fund”. Using the reserves from

the “Rainy Day Fund” will be appropriate in this matter since it has been a rainy day for our unsheltered residents for too long.

Declaring a shelter emergency is fulfilling a basic human right, as “All human beings are born free and equal in dignity and rights. They are endowed with reason and consciousness, and should act towards one another in a spirit of brotherhood” (United Nations, Charter, 1945).

Overall Costs:

There are two basic categories for project expenses; Initial first year costs and annual maintenance costs, donations can lower these costs. The following is an approximate estimate of both:

Paid Staff.....	\$125,000
Running electrical lines to Tiny Homes community	\$20,000
Installation of main sewer line and connected to city sewage line	\$15,000
Pallet 64 x 20 \$6,905	\$138,100
Pallet 100 x 5 \$9,205.....	\$46,005
Healthcare Center	\$14,000
Central Bathroom and Showers	\$35,000
Storage Area	\$6,000
Kitchen and Dining Area	\$15,300
Laundry Area	\$21,500
Maintenance Shed	\$13,000
Community Gardens and Outside Pavilion Area	\$14,000
Dumpster (and first year costs)	\$8,200
Insurance and Liability.....	\$11,000
TOTAL	\$482,725

Land: (if no city or county properties can be donated to the project) + \$200,000 = \$682,725

Anticipated Annual Staff and Maintenance Costs:

Paid Staff	125,000
Electricity	\$24,000
Hygiene and First Aid	\$12,000
Cleaning & Sewage.....	\$8,800
Detergents.....	\$1,200
Kitchen supplies.....	\$1,200
Community Garden	\$1,000
General maintenance.....	\$6,000
Dumpster.....	\$7,200
Insurance and Liability.....	\$11,000
TOTAL	\$193,200

References:

1. PALLET,SPC. (2020). *About*. Pallet. <https://www.palletshelter.com/about/>
2. Schroeder, L. M. (2020, January 26). *Under the cover of darkness, volunteers count the Lehigh Valley's homeless*.
<https://www.mcall.com/news/breaking/mc-nws-lehigh-valley-homeless-point-in-time-count-20200126-gtk7uq3hqrcdrjv5bj343mwp5y-story.html>
3. Seattle Pallet Shelter Community
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4. Austin Texas Pallet Shelter Community
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5. Lehigh Valley COC LVRHAB
<https://pennsylvaniacoc.org/sites/default/files/attachments/2020-11/2020%20Annual%20Update%20-%20Eastern%20PA%20CoC%20Strategic%20Plan%20FINAL.pdf>
6. MIT Case Study
https://dusp.mit.edu/sites/dusp.mit.edu/files/attachments/news/mingoya_2015.pdf
7. Mobile Loaves & Fishes - Community First Village
[Welcome to Community First! Village](#)
8. PA HMIS report 2020 Attached to the end of this file as it is not available online yet.

www.operationaddresssthehomeless.org



Impact Report 2020: Lehigh Valley Region

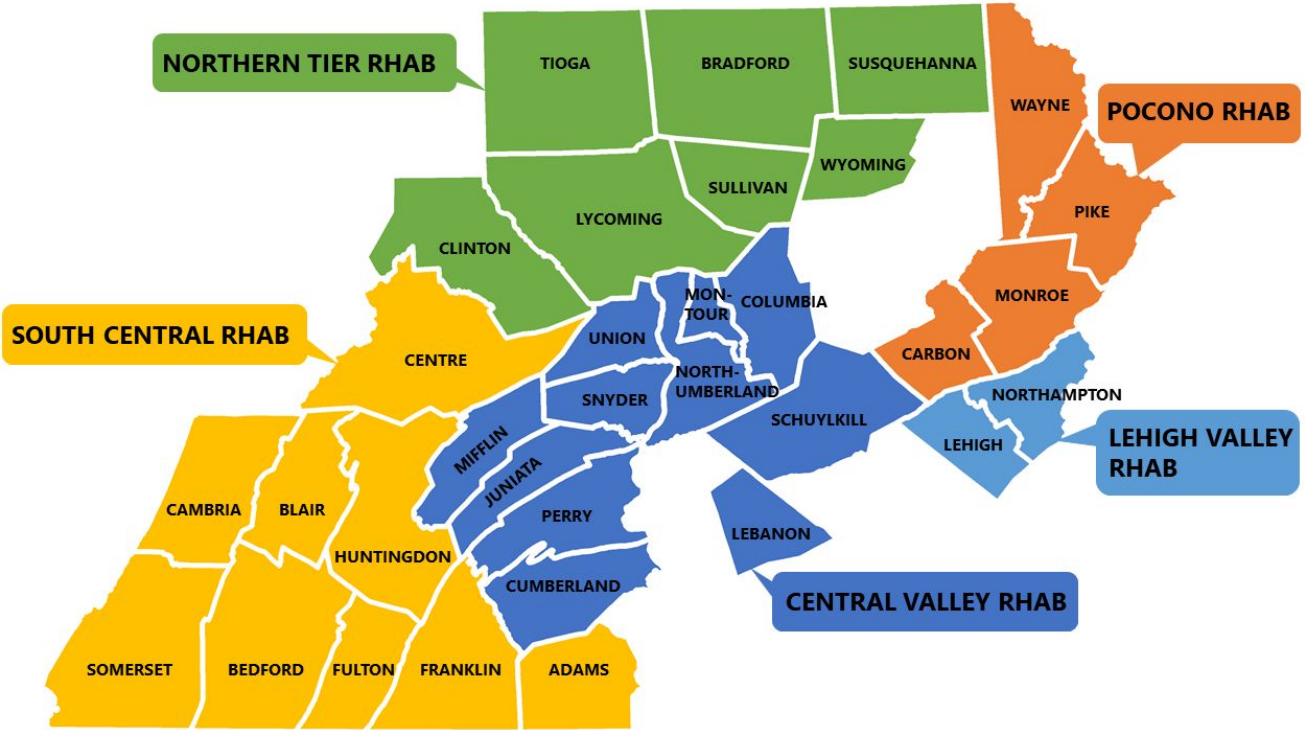
Prepared by **Capacity for Change, LLC**

Revised February 18, 2021 | All data sourced from PA HMIS January 1 - December 31, 2020

Connect to Home Coordinated Entry System of Eastern PA Overview

Eastern Pennsylvania Continuum of Care

The mission of the Eastern PA Continuum of Care (CoC) is to end homelessness throughout its geographic region, which encompasses 33 counties, primarily rural, in the eastern part of Pennsylvania.



Connect to Home Coordinated Entry System of Eastern PA

The **Connect To Home: Coordinated Entry System of Eastern PA (CES)** coordinates and manages access, assessment, prioritization and referral to housing and services for any person(s) experiencing or at imminent risk of homelessness in the following counties: Adams, Bedford, Blair, Bradford, Cambria, Carbon, Centre, Clinton, Columbia, Cumberland, Franklin, Fulton, Huntingdon, Juniata, Lebanon, Lehigh, Lycoming, Mifflin, Monroe, Montour, Northampton, Northumberland, Perry, Pike, Schuylkill, Somerset, Snyder, Sullivan, Susquehanna, Tioga, Union, Wayne and Wyoming.

Participation in CES is required for all projects funded by HUD Continuum of Care or Emergency Solutions Grants (including those administered by the Commonwealth of Pennsylvania) and strongly encouraged for all other housing and service providers in order to ensure equitable and coordinated access for all.

Connect To Home CES Leadership and Management

Governance: Eastern Pennsylvania Continuum of Care (CoC) Governing Board

Oversight: Eastern PA CoC Coordinated Entry Committee

HMIS Administration: PA Department of Community & Economic Development

Technical Assistance Provider: Capacity for Change, LLC

HUD CoC Project Grant Recipient and Subcontractor: Housing Alliance of PA

Call Center Manager: PA 211

CES Regional Managers: Central Valley Region - Cumberland County Housing and Redevelopment Authority, Lehigh Valley Region - United Way of Lancaster, Northern Tier Region - Clinton County Housing Authority, Pocono Region - Pocono Mountains United Way, South Central Region - Blair County Community Action Agency

Domestic Violence Survivor CE Specialist: Transitions PA

Veterans CE Specialist: Lebanon VA Medical Center

Connect To Home CES Access Points

The Eastern PA Connect To Home CES Call Center is powered by PA 211. Residents in need may call 2-1-1 or 855-567-5341 toll-free *or* text their zip code to 898-211. Residents may also access Connect To Home in person at any of the following Access Sites.

Central Valley Region

Community CARES, 50 West Penn Street, Carlisle, PA 17013
CSO Community Action, 2 East St, Shamokin, PA 17872
CSO Community Action, 16 Sherwood Drive, Bloomsburg, PA 17815
CSO Community Action, 228 Arch Street, Sunbury, PA 17801
CSO Community Action, 219 Filbert Street, Milton, PA 17847
Lebanon VA Medical Center (Veterans only)
Mifflin Juniata Human Services, 20 N Wayne Street, Lewistown, PA 17044
Perry Housing Partnership, 42 W. Main St., New Bloomfield, PA 17068
Servants to All, 4 South Centre Street, Pottsville, PA 17901
Union-Snyder Community Action, 713 Bridge Street Suite 10, Selinsgrove, PA 17870

Lehigh Valley Region

Bethlehem Emergency Sheltering, Inc., 75 E. Market St. Bethlehem, PA 18018
Lehigh Conference of Churches, 1031 Linden St., Suite 104, Allentown, PA 18102
Third Street Alliance for Women and Children, 41 North Third Street, Easton, PA 18042

Northern Tier Region

Bradford County Human Services, 220 Main St., Unit 1, Towanda, PA 18848
STEP, Inc., 214 East Walnut Street, Lock Haven, PA 17745
STEP, Inc., 2138 Lincoln Street, Williamsport, PA 17701

Pocono Region

Street2Feet (Resources for Human Development), 37 Dansbury Terrace, East Stroudsburg PA 18301

South Central Region

Blair County Community Action, 2301 Beale Ave, Altoona, PA 16601
Blair County Community Action, 411 Main Street, Johnstown, PA 15901
Center for Community Action, 195 Drive In Lane, Everett, PA 15537
Center for Community Action, 510 Washington Street, Huntingdon, PA 16652
Franklin County Human Services Access Center, 425 Franklin Farm Lane, Chambersburg, PA 17202
Tableland Services, Inc., 535 East Main St., Somerset, PA 15501

Connect To Home CES Services

Current Housing Situation	Screening and Assessment Based on Current Housing Situation	Referral To Housing and Emergency Services Based on Need, Vulnerability, Program Eligibility Criteria, and CoC Prioritization Standards
Household (family or individual) is at risk of becoming homeless based on HUD Category 2, 3, 4 or At-Risk Definitions.	<ul style="list-style-type: none"> → Pre-Screen to confirm HH is in CoC region. → Safety Planning (Warm Transfer to 911, DV Hotline, Human Trafficking Hotline, if needed) → HMIS Household Record Creation/Update → Homelessness Prevention Screening and Eligibility Tool 	<ul style="list-style-type: none"> → Referrals to Homelessness Prevention Programs (e.g., ESG, CSBG, HAP, SSVF, etc.) → Referrals to Emergency Shelter (Imminent Risk HHs) → Referrals to Food, Legal, Public Benefit Access, and Other Community Services As Needed
Household (family or individual) is experiencing literal homelessness based on HUD Category 1 and/or 4 Definitions.	<ul style="list-style-type: none"> → Pre-Screen to confirm HH is in CoC region. → Safety Planning (Warm Transfer to 911, DV Hotline, Human Trafficking Hotline, if needed) → HMIS Household Record Creation/Update → HMIS Triage Assessment → Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT) 	<ul style="list-style-type: none"> → Placement on the By Name List (BNL) in PA HMIS for Rapid Re-Housing or Permanent Supportive Housing Enrollment → Referrals to Street Outreach, Emergency Shelter, and/or Transitional Housing as needed → Referrals to Food, Legal, Public Benefit Access, and Other Community Services As Needed

About PA HMIS

The **Pennsylvania Homeless Management Information System** (PA HMIS) tracks and analyzes the characteristics and service needs of people at-risk or experiencing homelessness.

The more your community knows about a problem, the better equipped community partners are to maximize resources to prevent and resolve the problems at hand. That's the idea behind the Pennsylvania Homeless Management Information System (PA HMIS) overseen by the Department of Community and Economic Development. This community-based software is designed to capture client-level information over time on the characteristics and services needs of women, men, and children at-risk of or experiencing homelessness.

The primary goal is to acquire hard data in order to understand the scope and dimensions of homelessness in order to address the problems more effectively. This benefits service providers and clients' at-risk or experiencing homelessness and enables more efficient use of service through a coordinated entry process.

Connect to Home Coordinated Entry System CoC Impact in 2020

Total Eastern PA Coordinated Entry PA HMIS Enrollments In 2020

7,334

All (duplicated) households enrolled*

Enrolled by Call Center	75%
Enrolled by Access Sites	25%

*Enrollments increased by 50% since 2019.

Unique Eastern PA Coordinated Entry Enrollments In 2020

6,533

Unique (unduplicated) households enrolled

Residing in Central Valley Region	15%
Residing in Lehigh Valley Region	17%
Residing in Northern Tier Region	8%
Residing in Pocono Region	10%
Residing in South Central Region	27%
Other PA	1%
Outside PA	<1%
Unknown	21%

Housing Crisis of Unduplicated Households Enrolled

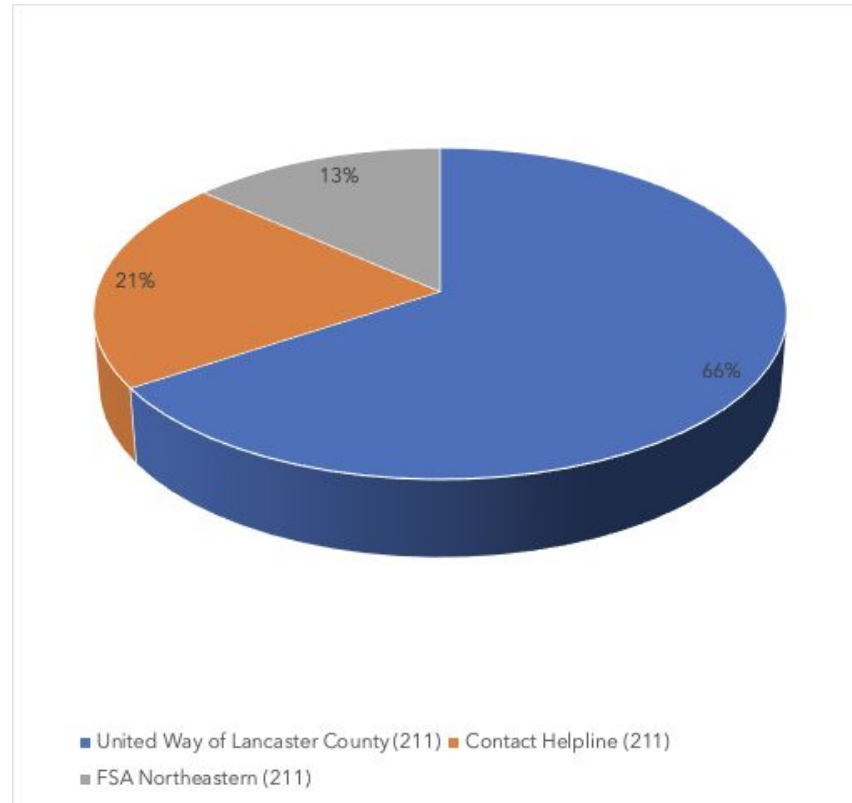
65%

Literally Homeless

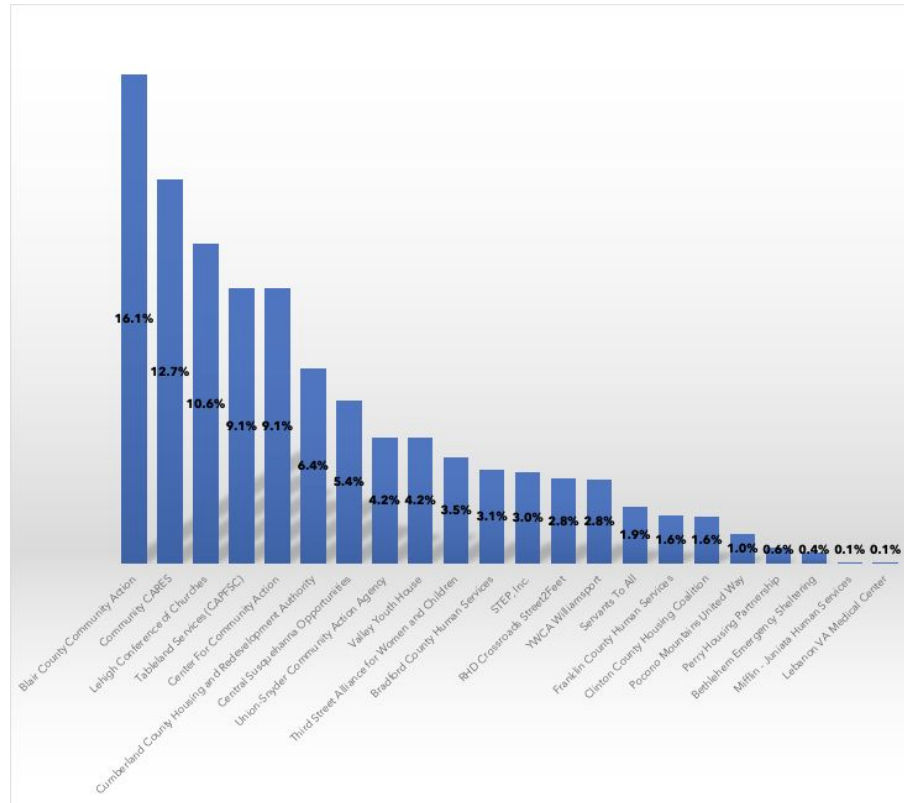
35%

**At-Risk of
Homelessness**

Percent of CE Enrollments By Call Center Provider 2020



Percent of CE Enrollments By Access Site Provider 2020



Connect to Home Coordinated Entry System Lehigh Valley Regional Impact in 2020

Unique Lehigh Valley Coordinated Entry Enrollments In 2020

1,121

Unique (unduplicated) households enrolled

Residing in Lehigh County	749
Residing in Northampton County	372

Housing Crisis of Unduplicated Households Enrolled

58%

Literally Homeless

42%

**At-Risk of
Homelessness**

Key Characteristics of Lehigh Valley Region Households Enrolled in CE in 2020

Families with Children	37% (413)
Fleeing/Survivor of Domestic Violence	19% (212)
Mean(Average)/Median VI-SPDAT Score	8/8

Referrals from Coordinated Entry to Lehigh Valley Providers in 2020

Referrals to Homeless Prevention	323
Referrals to Emergency Shelter	1,624
Referrals to Transitional Housing	51

Individuals Enrolled In Rapid Rehousing Programs in Lehigh Valley Programs in 2020

Catholic Charities of Allentown Diocese	22
Lehigh Conference of Churches	75
Third Street Alliance for Women & Children	63
Valley Youth House	192
TOTAL	352

Individuals Enrolled In Permanent Supportive Housing Programs in Lehigh Valley Programs in 2020

Catholic Charities of Allentown Diocese	14
Lehigh Conference of Churches	146
Lehigh County Housing Authority	30
New Bethany Ministries	12
Northampton County Housing Authority	12
Resources for Human Development (LVACT)	23
Salvation Army of the Lehigh Valley	8
Valley Housing Development Corporation	48
TOTAL	293

Unique Allentown Coordinated Entry Enrollments In 2020

527

Unique (unduplicated) households enrolled

Zip Code 18101	37
Zip Code 18102	371
Zip Code 18103	56
Zip Code 18104	23
Zip Code 18105	4
Zip Code 18106	9
Zip Code 18109	27

Unique Bethlehem Coordinated Entry Enrollments In 2020

131

Unique (unduplicated) households enrolled

Zip Code 18015	71
Zip Code 18016	0
Zip Code 18017	24
Zip Code 18018	22
Zip Code 18020	13
Zip Code 18025 (Lehigh County)	1

Unique Easton Coordinated Entry Enrollments In 2020

101

Unique (unduplicated) households enrolled

Zip Code 18040	1
Zip Code 18042	89
Zip Code 18043	3
Zip Code 18044	1
Zip Code 18045	7



RULES

1. No drugs or Alcohol on premise.
2. No unauthorized people on premise.
3. No weapons of any kind allowed on premise.
4. Hope Village, its staff, volunteers, and partners reserve the right to search all residents, and visitors personal belongings, residents belongings in storage unit, and a residents Pallet Shelter Unit at any time. This includes pockets, bags etc. Refusal to allow a search could result in the resident and/or visitor not being admitted into the community or it could result in removal from the program.
5. Residents are free to come and go as they please. Upon exiting and entering the community they MUST sign in/out to ensure that in case of an emergency staff is able to account for you.
6. Residents must go to 12 hours a week of Intensive program and recreational offerings for the first 30 days. Residents who obtain employment must complete 6 hours of intensive programs and recreational offerings a week. All residents must select at least 2 Intensive Program offerings per day, and after their first 30 days they must complete a total of 6 hours of offerings per week.
7. Family visits can be scheduled during visiting hours everyday 10 AM - 8PM with guest sign in and visitor badge required. This will keep away bad influences and ensure other residents that guests have been screened. No visits after 8pm.
8. ALL minor children MUST have a parent or guardian with them at all times while in the community. No exceptions.
9. Any damages made by residents to a Pallet Shelter Unit, any of the community property, or the personal property of other residents will be the responsibility of the resident who caused the damage. This includes damages made by minor children or unaccompanied minors and visitors.
10. Upon obtaining employment, residents must work all scheduled hours. Failure to report to work could result in removal from the program.

11. Residents will receive 90 to 120 days living in the community. Extensions on that time will depend on each individuals situation and will be subjective to operating staff.
12. Residents must attend all required program hours. Failure to do so could result in removal of the program and that residents unit being offered to another individual.
13. Residents will be subject to random drug tests upon suspicion or visible intoxication. A three strike rule will will apply.
14. Breakfast Lunch and Dinner will be provided through partners. We will also feature cooking as a recreational activity. Residents will be given the opportunity to volunteer with these organizations to get experience in the food industry.

Rehabilitative / Intensive Program Offerings

Psychological Services
Drug and Alcohol
GED Classes
Family Counseling - to reconnect with estranged family
Life Skills
Parenting Classes

Skills / Recreational Program Offerings

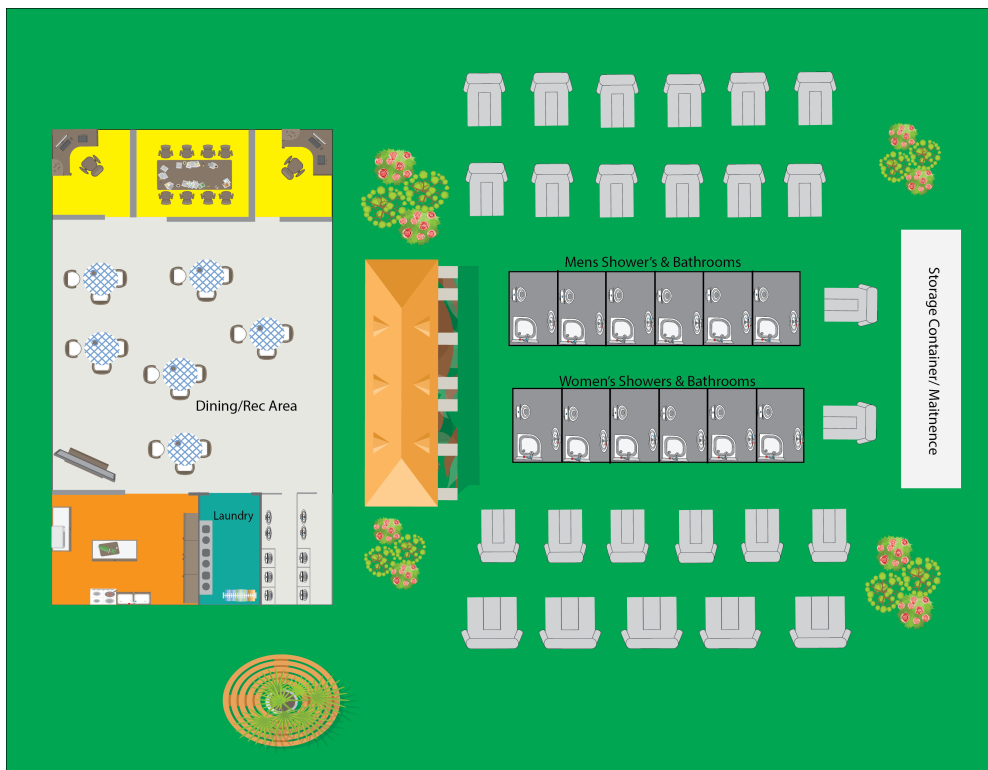
Gardening
Cooking
Computer Skills
Wood working
Welding
Yoga/Fitness
Music
Art
Poetry/Writing

Other Services:

- Job skills and placement through partners
- Drug and alcohol
- Free Doctor checkups
- Free Dental Cleanings
- Religious services and groups where one can practice their faith to healing.
- Legal services and consultations for those going through the legal system.
- Peer support and supportive transitional care services upon exiting the program.
- GED and education classes and help with obtaining the needed education requirements to obtain gainful employment.

Sample Schedule

1. 5:30- 7am breakfast
2. 9 am group or intensive care services
3. 10:30 - 11:30 AM Recreational activity
4. 12:30 Job Life Skills, Budgeting
5. 12:30 - 1:30 Lunch
6. 1:30 - 3:00 PM Free time
7. 3:00 - 5:00 PM Recreational Activity
8. 5:00 - 7:30 Dinner
9. 7:30 - 8:30 Free time
10. 8:30 - 5:30 AM Curfew and sleeping time



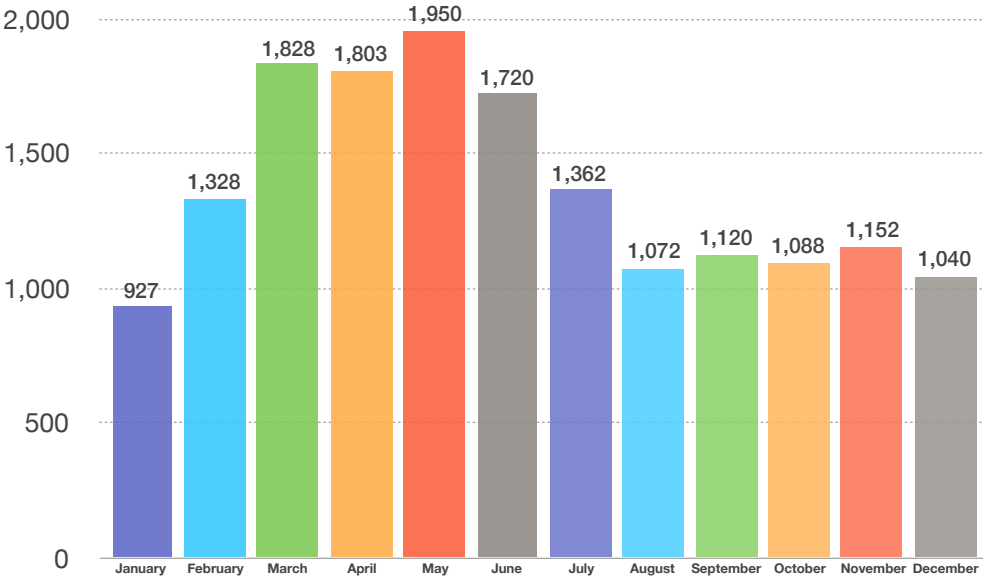


2020 OATH Meal Count

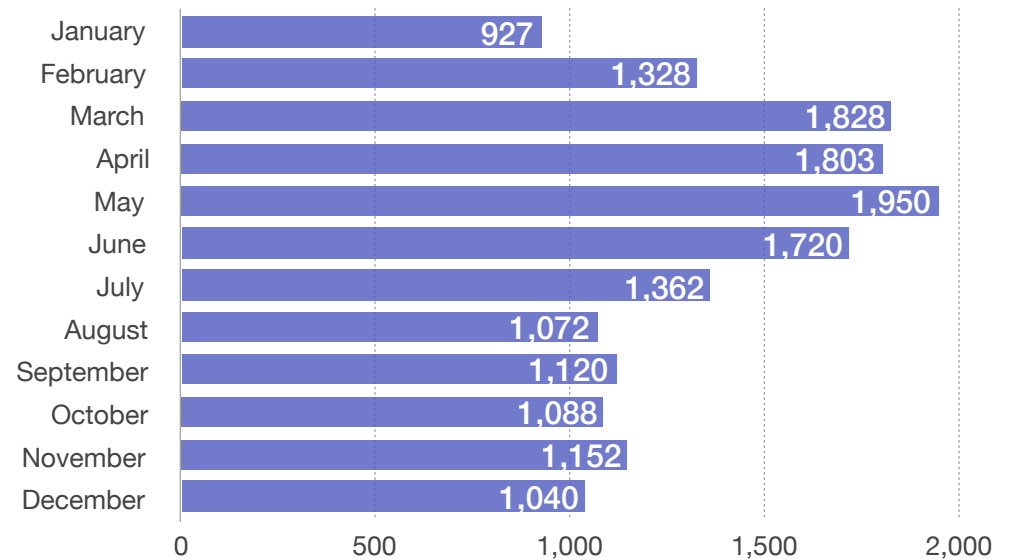
Meals Served to Homeless at our Building for 2020
 We serve 16 days a month. These numbers are based off our daily meal count. Snack bags count as a meal when our hot food is gone for that particular day. A meal includes a protein, Vegetable and a drink

MONTH	MEALS SERVED
January	927
February	1,328
March	1,828
April	1,803
May	1,950
June	1,720
July	1,362
August	1,072
September	1,120
October	1,088
November	1,152
December	1,040
TOTAL	16,390

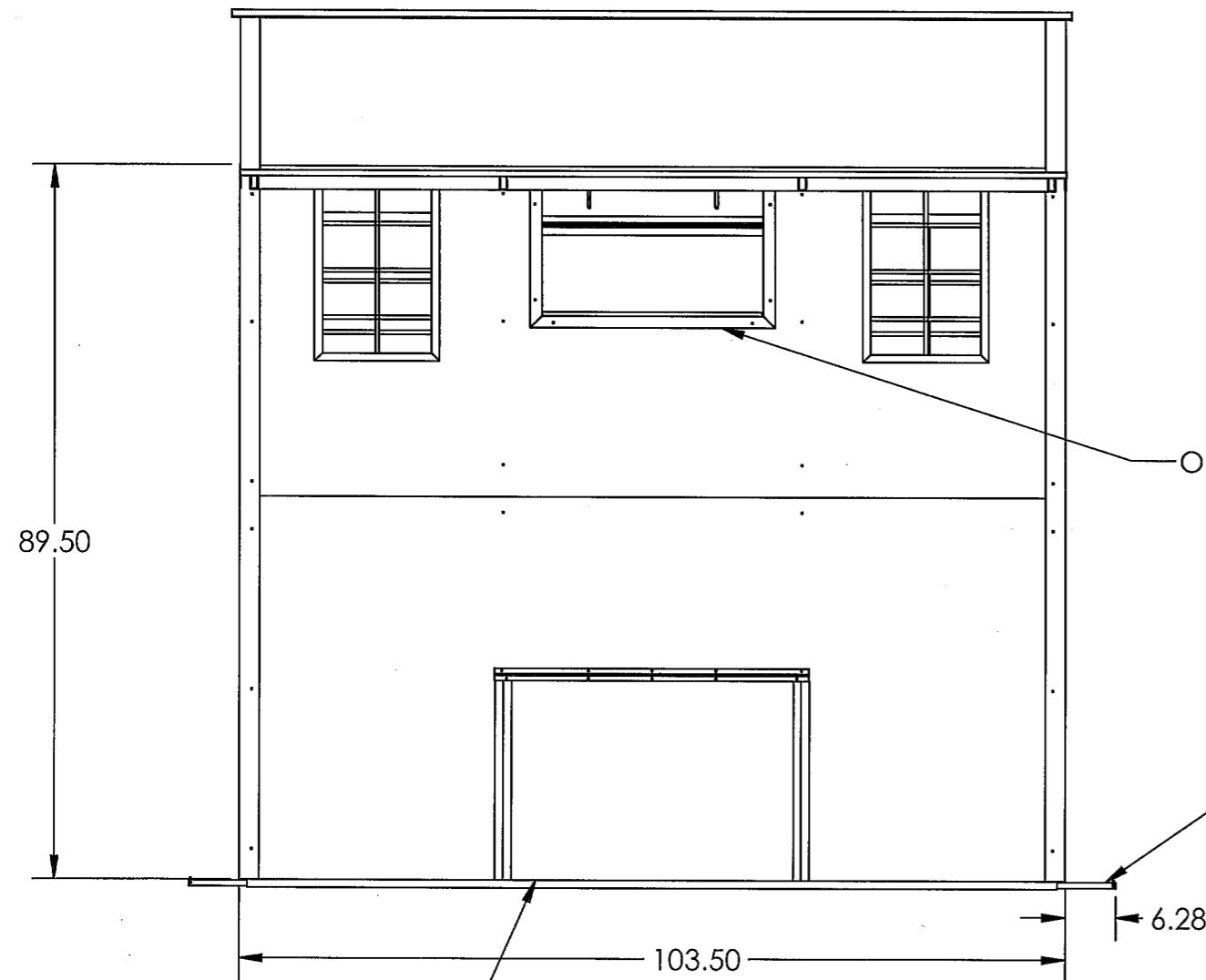
Column Chart



Bar Chart



REVISIONS			
ZONE	REV.	DESCRIPTION	DATE
	A	Original Release	9/1/2020



64 SQ FT Back Wall View

Opening for Optional AC

.75" Dia. Steel Hold Down Rod
4 Places
Place sand bags or use mechanical anchors
200# hold down load required on each of four corners.
Customer responsible to determine best method
given the specific substrate that the
shelter unit is sitting on (soil, concrete, asphalt, etc)

Emergency Egress Panel

Approved by Quality
Signature *[Signature]*
Date *9/1/20*

Approved by Production
Signature *[Signature]*
Date *9-1-20*



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ANGULAR: MACH $\pm 1^\circ$ BEND $\pm 1^\circ$
TWO PLACE DECIMAL: $\pm .03$
THREE PLACE DECIMAL: $\pm .01$
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DRAWN BY Don Bender
DATE 9-2-2020

TITLE:
64 SQ FT Pallet Shelter
Back Wall View

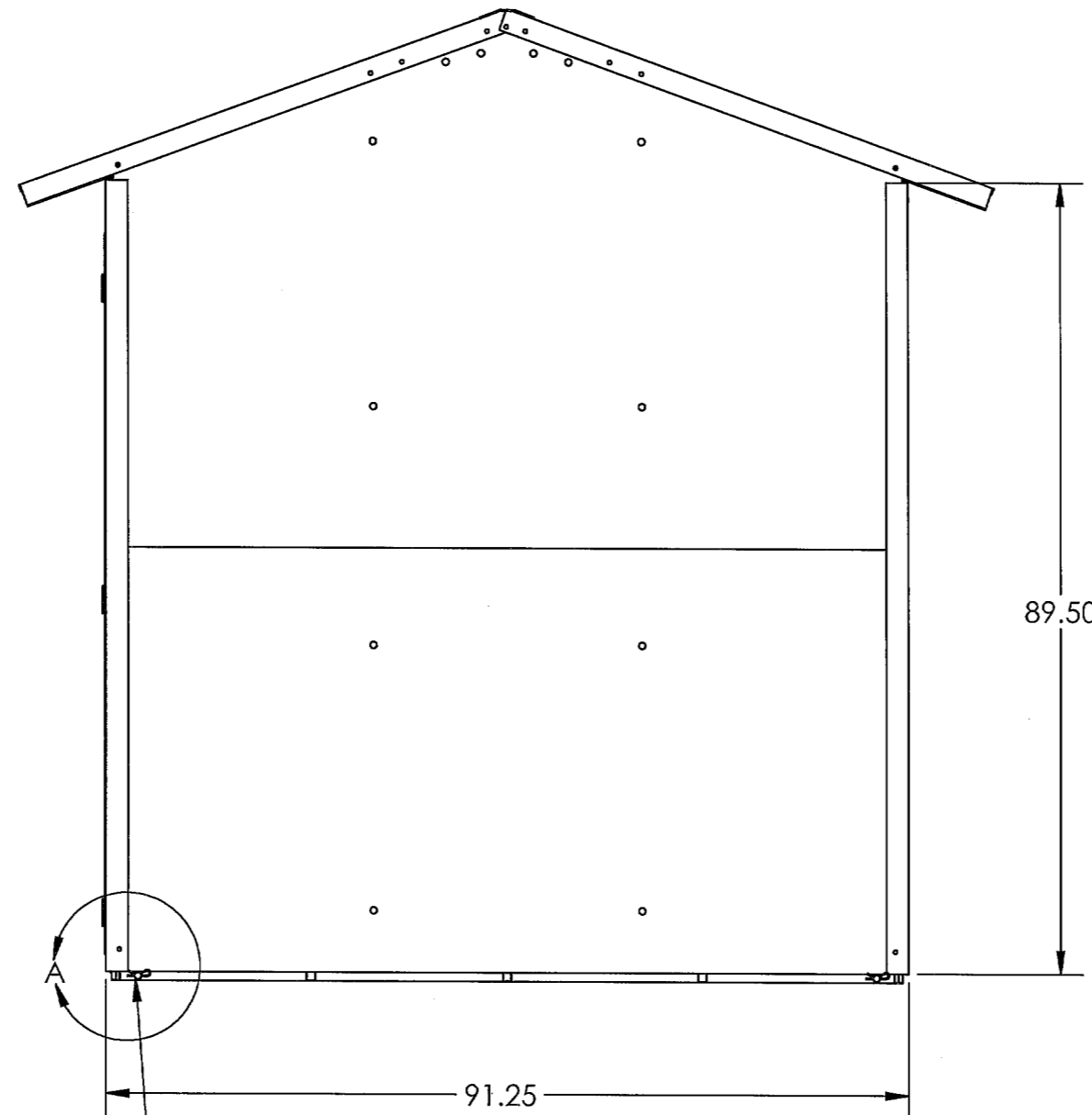
Part Number
10368

REV
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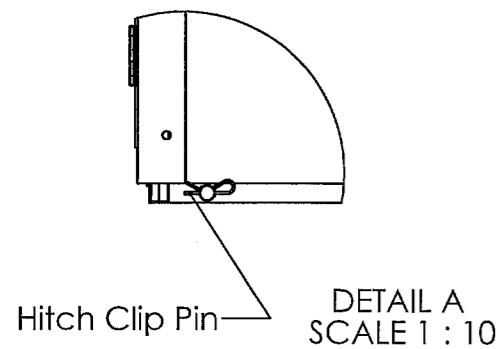
WEIGHT:

SHEET 1 OF 1

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE
	A	Original Release	9/1/2020



64 SQ FT End Wall View



.75" Dia. Steel Hold Down Rod
 4 Places
 Place sand bags or use mechanical anchors
 200# hold down load required on each of four corners.
 Customer responsible to determine best method
 given the specific substrate that the
 shelter unit is sitting on (soil, concrete, asphalt, etc)

Approved by Quality
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 Date: 9/1/20

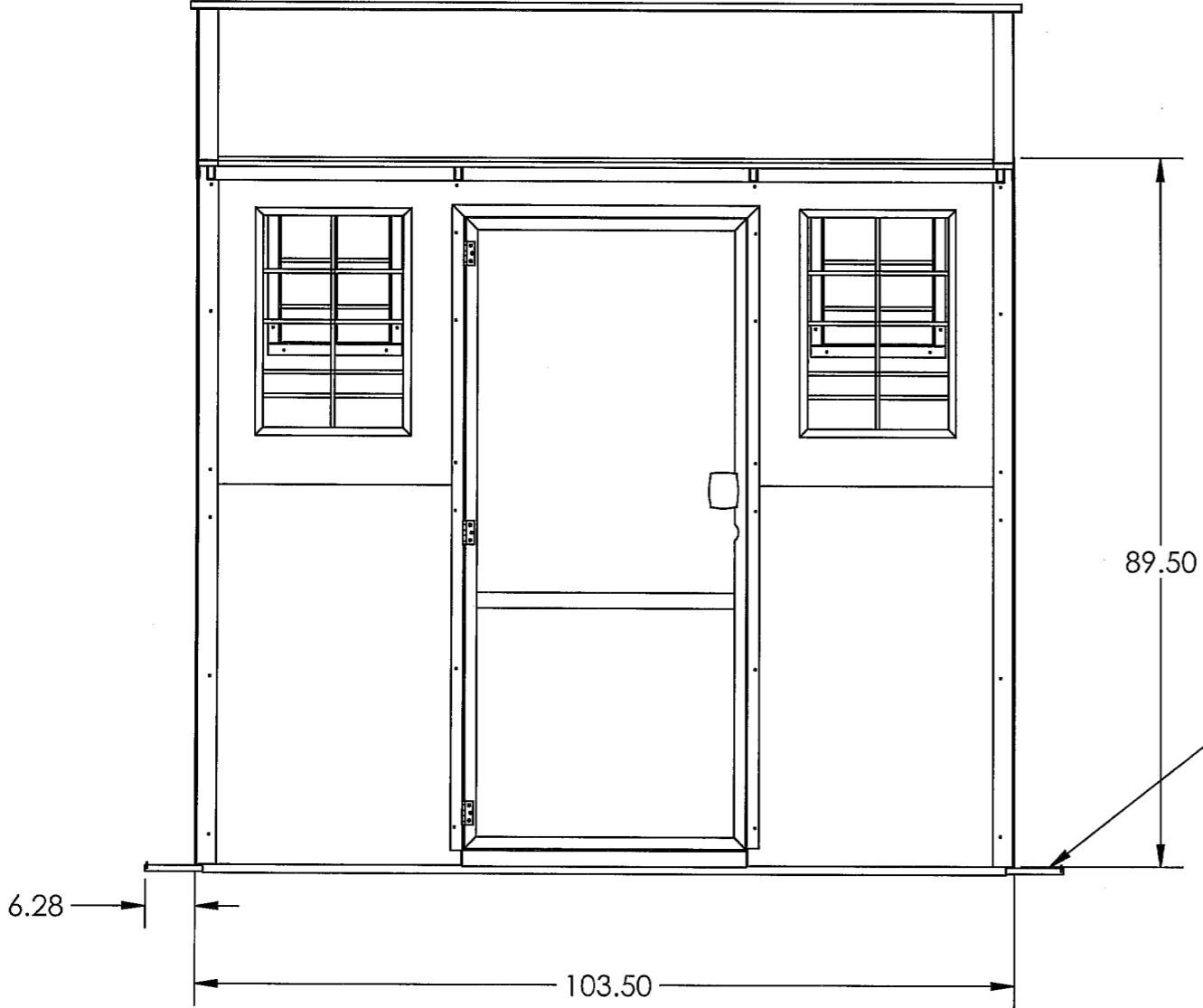
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DRAWN BY	Don Bender	Part Number	REV
DATE	9-1-2020	10368	A
WEIGHT:		SHEET 1 OF 1	

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE
	A	Original Release	9/1/2020



64 SQ FT Front View

.75" Dia. Steel Hold Down Rod
 4 Places
 Place sand bags or use mechanical anchors
 200# hold down load required on each of four corners.
 Customer responsible to determine best method
 given the specific substrate that the
 shelter unit is sitting on (soil, concrete, asphalt, etc)

From bottom of base frame to
 door freshhold if it is 2-7/8"

Approved by Quality
 Signature *[Signature]*
 Date 9/1/20

Approved by Production
 Signature *[Signature]*
 Date 9-1-20

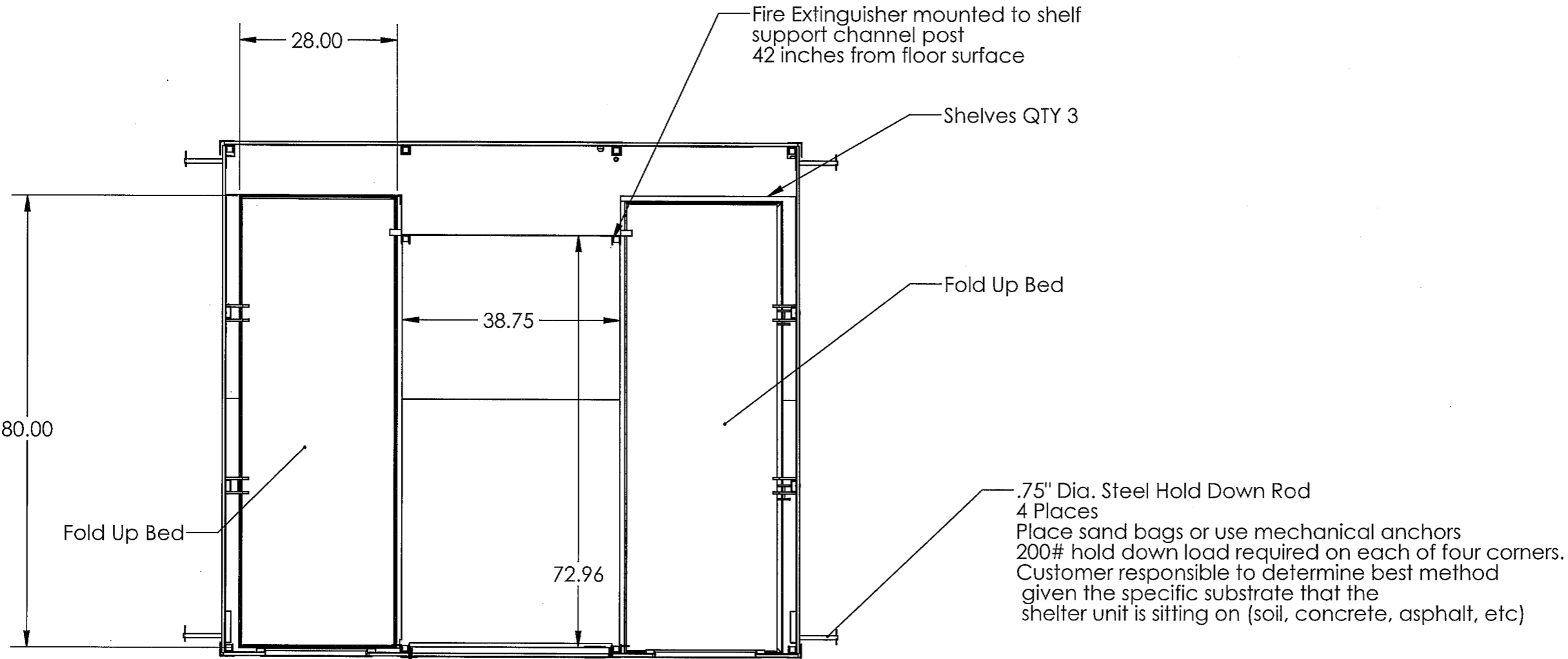


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 THREE PLACE DECIMAL: ±.01
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TITLE: 64 SQFT Pallet Shelter Front View		REV
DRAWN BY Don Bender	Part Number 10368	A
DATE 9-1-2020	WEIGHT:	SHEET 1 OF 1

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE
	A	Original Release	9/1/2020



Approved by Quality
 Signature: *[Signature]*
 Date: *[Signature]*

Approved by Production
 Signature: *B. Emerald*
 Date: 9-1-20



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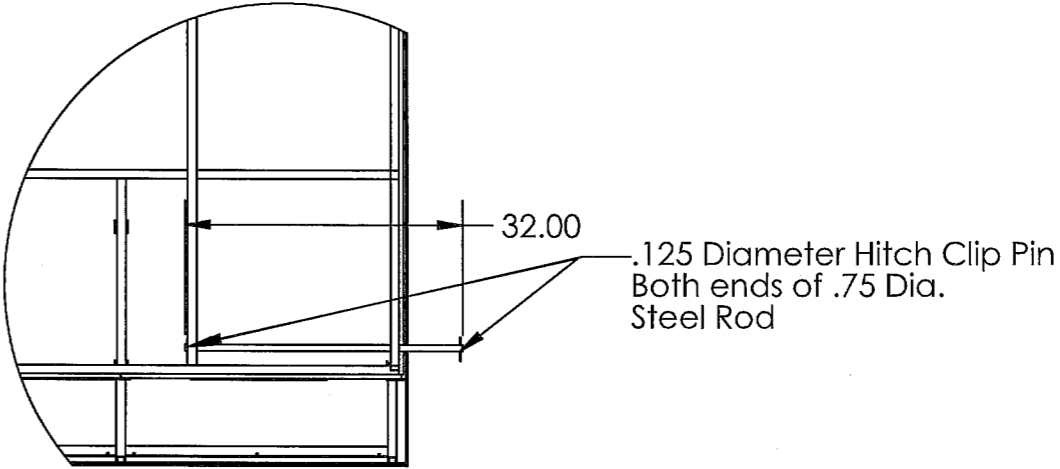
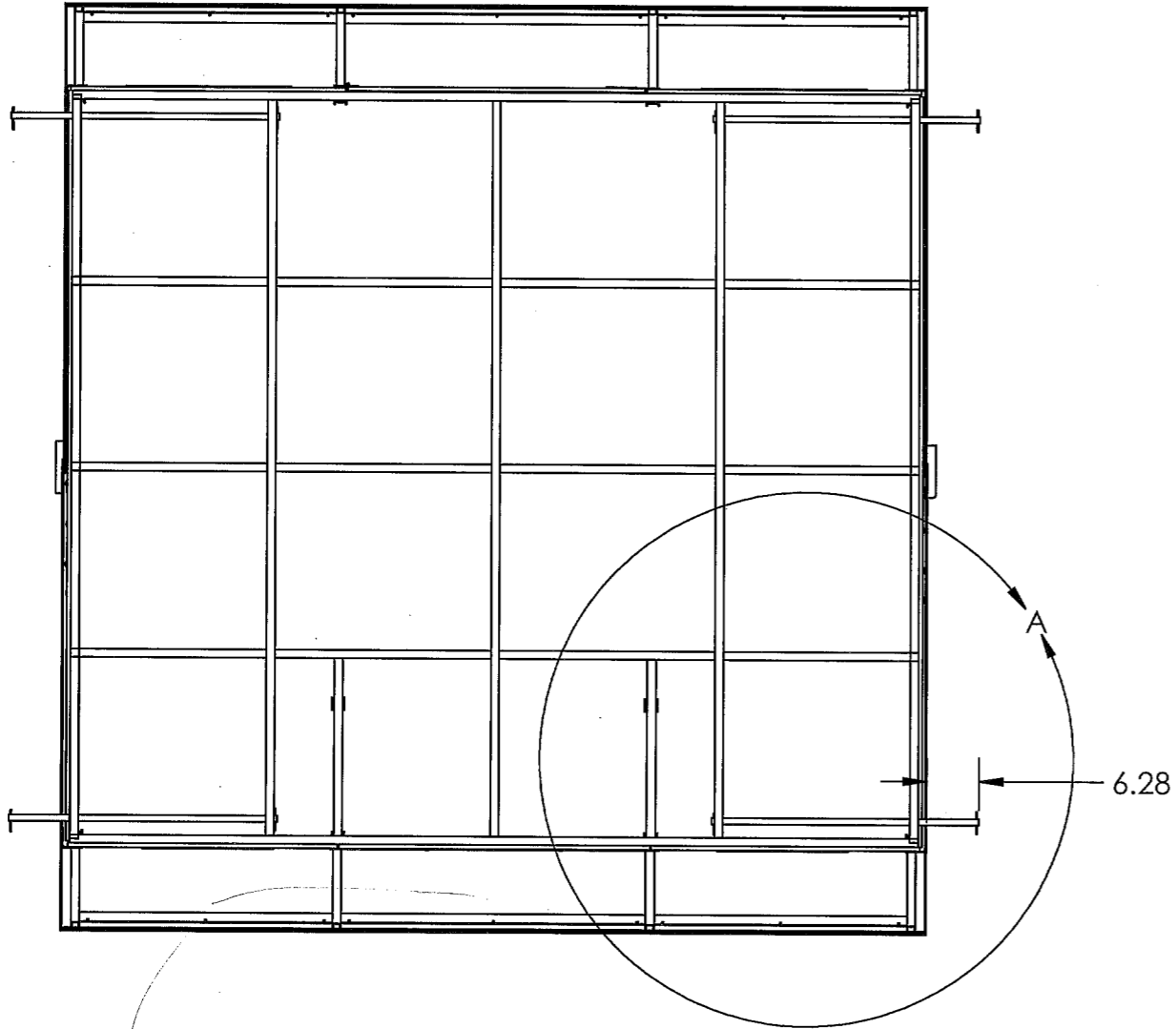
TITLE:
**64 SQ FT Pallet Shelter
 Plan View**

Part Number
10368

REV
A

DRAWN BY: **Don Bender**
 DATE: **9-1-2020**

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE
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DETAIL A

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 Date 9-1-20



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 THREE PLACE DECIMAL: ±.01
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TITLE:
**Base Frame Bottom View
 64 SQ FT Pallet Shelter**

DRAWN BY: **Don Bender**
 DATE: **9-1-2020**

Part Number: **10368**

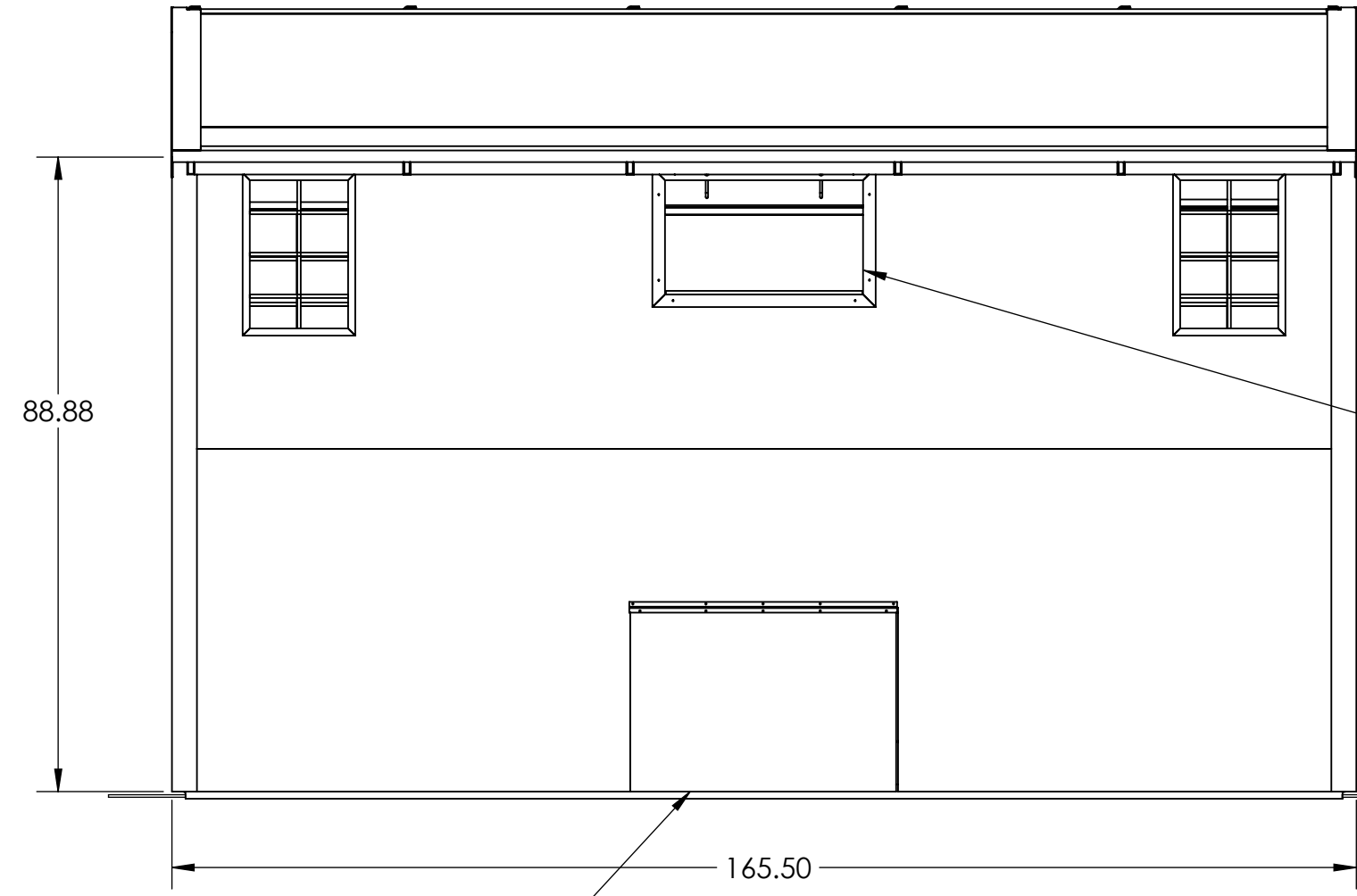
REV: **A**

WEIGHT: SHEET 1 OF 1

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE



Structural Only



100 Sq FT Back Wall View

Opening for optional AC

.75" Dia. Steel Hold Down Rod
4 Places
Place sand bags or use mechanical anchors
200# hold down load required on each of four corners.
Customer responsible to determine best method
given the specific substrate that the
shelter unit is sitting on (soil, concrete, asphalt, etc)

Emergency Egress Panel

Approved by Quality
Signature _____
Date _____

Approved by Production
Signature _____
Date _____



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ANGULAR: MACH ±1° BEND ±1°
TWO PLACE DECIMAL: ±.03
THREE PLACE DECIMAL: ±.01
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DRAWN BY Don Bender
DATE 7-27-2020

TITLE:
**100 Sq FT Pallet Shelter
Back Wall View**

Part Number
10370

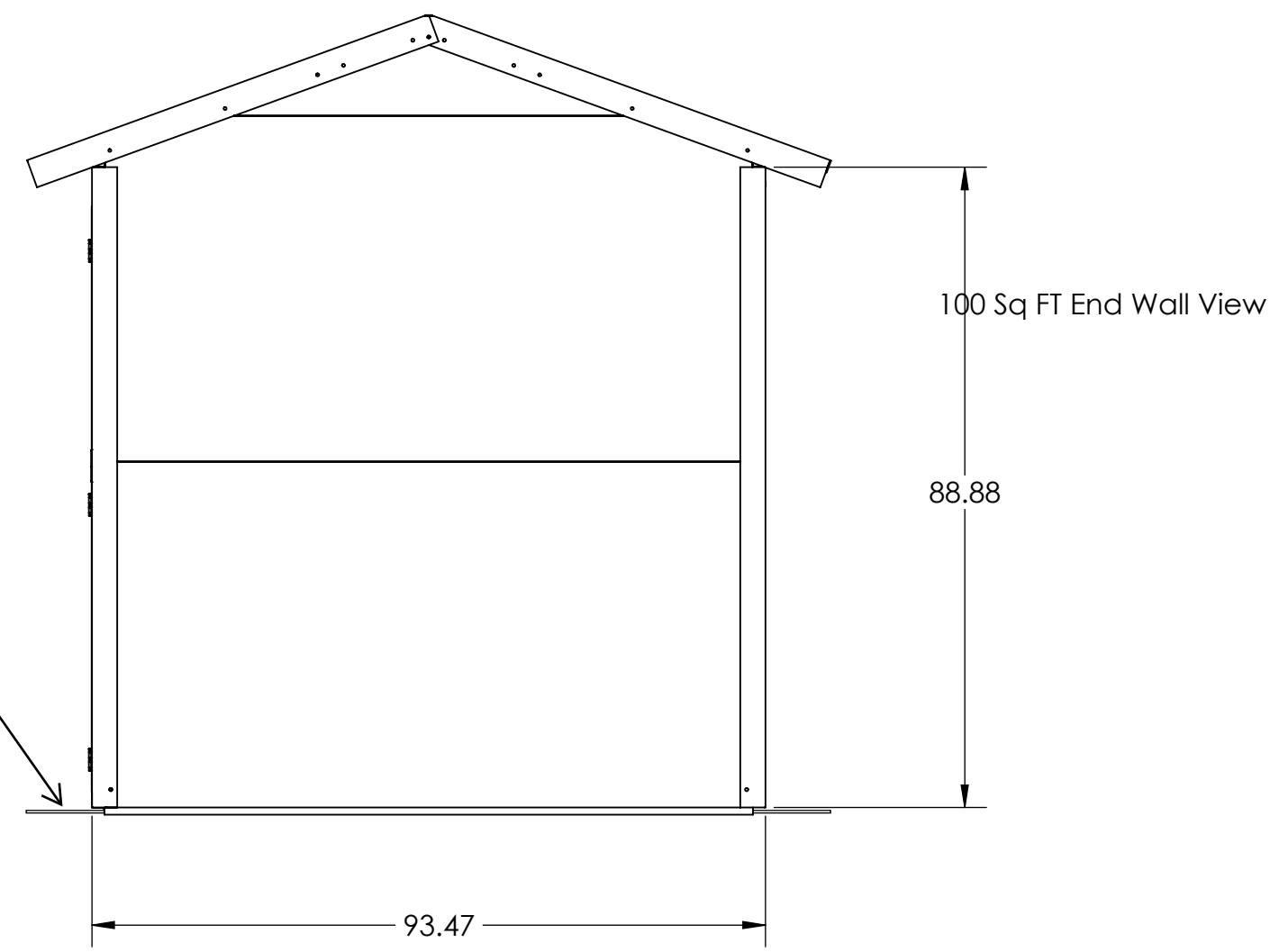
REV
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WEIGHT: SHEET 1 OF 1

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE



Structural Only



.75" Dia. Steel Hold Down Rod
 4 Places
 Place sand bags or use mechanical anchors
 200# hold down load required on each of four corners.
 Customer responsible to determine best method
 given the specific substrate that the
 shelter unit is sitting on (soil, concrete, asphalt, etc)

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 Date _____



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DRAWN BY Don Bender
 DATE 7-27-2020

TITLE:
**100 Sq FT Pallet Shelter
 End Wall View**

Part Number
10370

REV
A

WEIGHT: SHEET 1 OF 1

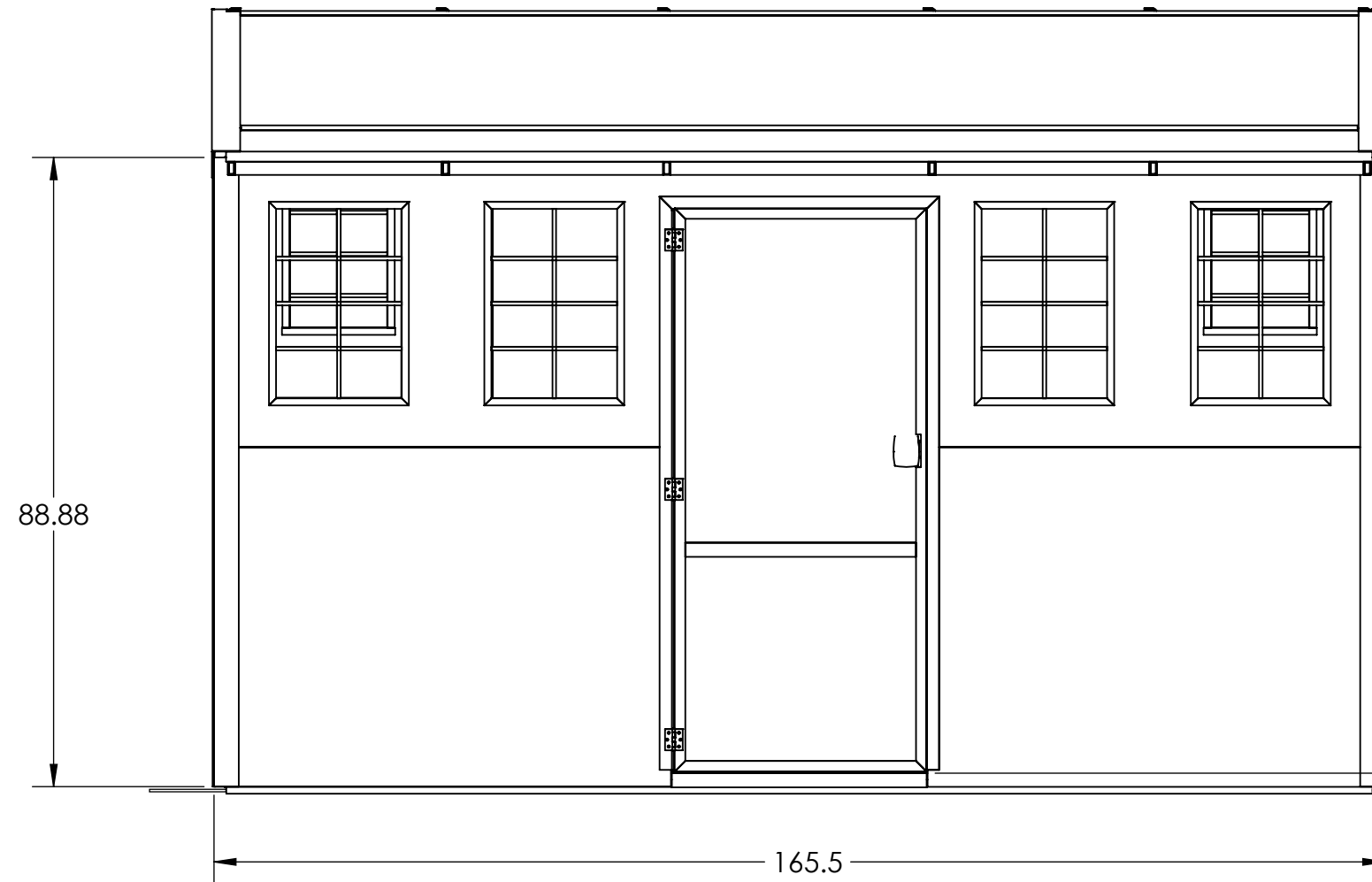
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ZONE	REV.	DESCRIPTION	DATE
	A	Original Release	7/27/2020



Structural Only

100 Sq FT Front View



.75" Dia. Steel Hold Down Rod
 4 Places
 Place sand bags or use mechanical anchors
 200# hold down load required on each of four corners.
 Customer responsible to determine best method
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 shelter unit is sitting on (soil, concrete, asphalt, etc)

From bottom of base frame to
 door treshhold it is 2-7/8"

Approved by Quality
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 TWO PLACE DECIMAL: .03
 THREE PLACE DECIMAL: .01
DO NOT SCALE DRAWING

DRAWN BY Don Bender
 DATE 7-27-2020

TITLE:
 100 SQFT Pallet Shelter
 Front View

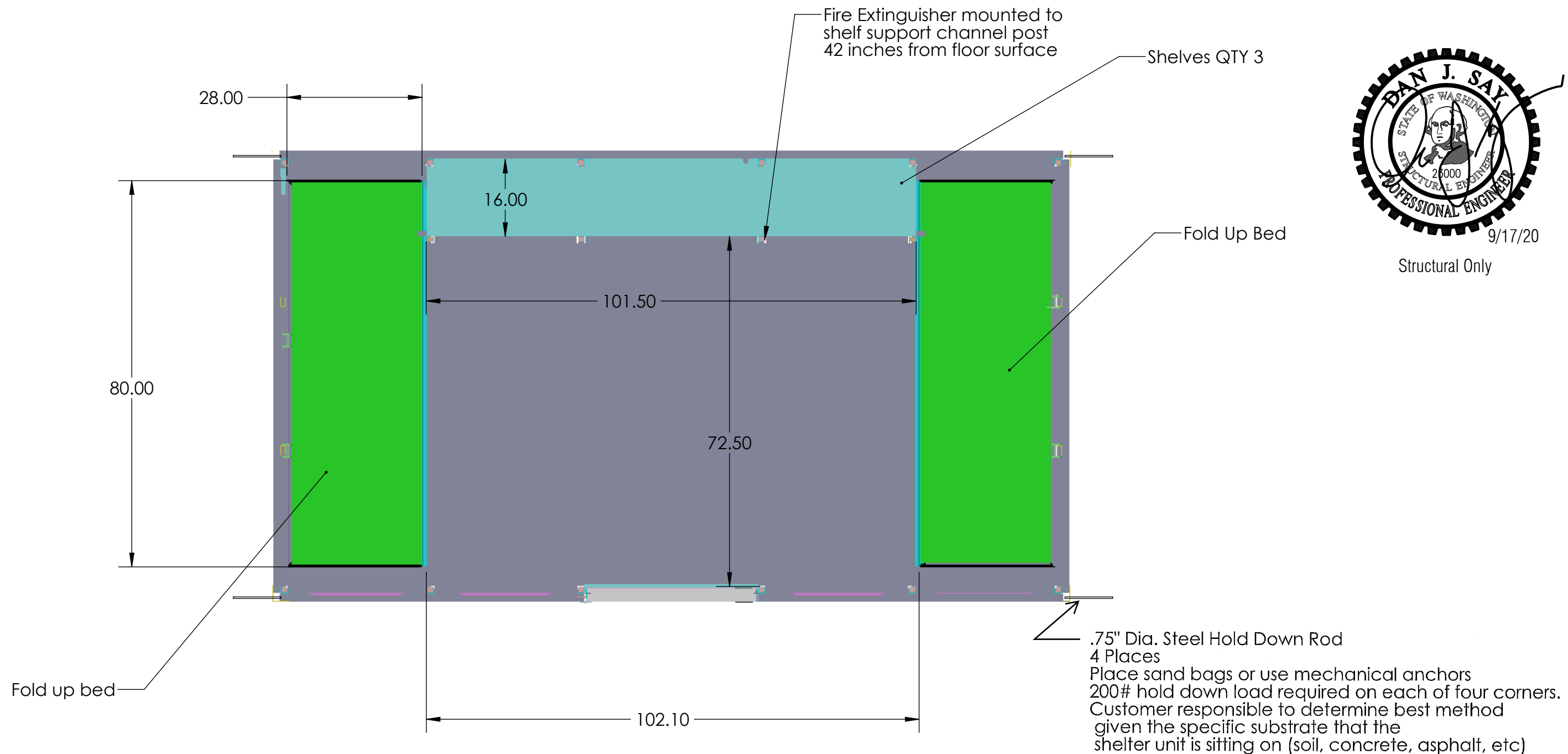
Part Number
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REV
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WEIGHT:

SHEET 1 OF 1

REVISIONS			
ZONE	REV.	DESCRIPTION	DATE



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DRAWN BY Don Bender
DATE 7-27-2020

TITLE:
**100 SqFT Pallet Shelter
Plan View**

Part Number
10370

REV
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WEIGHT: SHEET 1 OF 1