

1 [Administrative Code - Homeward Bound Program for Individuals Experiencing or Formerly
2 Experienced Homelessness]

3 **Ordinance amending the Administrative Code to establish a permanent Homeward**
4 **Bound Program administered by the Human Services Agency and the Department of**
5 **Homelessness and Supportive Housing for individuals experiencing homelessness, at**
6 **risk of experiencing homelessness, or who have formerly experienced homelessness,**
7 **such as individuals residing in permanent supportive housing, to receive paid travel**
8 **and relocation support to a destination where the individual has someone to receive**
9 **them.**

10 NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
11 **Additions to Codes** are in *single-underline italics Times New Roman font*.
12 **Deletions to Codes** are in *strikethrough italics Times New Roman font*.
13 **Board amendment additions** are in double-underlined Arial font.
14 **Board amendment deletions** are in ~~strikethrough Arial font~~.
15 **Asterisks (* * * *)** indicate the omission of unchanged Code
16 subsections or parts of tables.

17 Be it ordained by the People of the City and County of San Francisco:

18 Section 1. Chapter 20 of the Administrative Code is hereby amended by adding Article
19 XIX, consisting of Sections 20.19-1 through 20.19-6, to read as follows:

20 **ARTICLE XIX:**

21 **HOMeward BOUND PROGRAM**

22 **SEC. 20.19-1. FINDINGS AND PURPOSE.**

23 *(a) Over the course of almost two decades, approximately 11,000 individuals have left a state*
24 *of homelessness in San Francisco and been reunited with friends or family in other locales at the City's*
25 *expense through relocation and reunification services, formerly called the Homeward Bound*

1 program. By providing this option, the City has helped connect these individuals with support networks
2 that are best positioned to care for and support such individuals, and at a fraction of the cost of
3 providing a permanent supportive housing unit in San Francisco.

4 (b) According to the San Francisco Chronicle, each year from 2006 to 2018, the Human
5 Services Agency (“HSA”) and its predecessor department reunited between 800 to 1,000 individuals
6 with their families through Homeward Bound, demonstrating the program was a key part of the City’s
7 strategy to address homelessness.

8 (c) Under the Homeward Bound program, when individuals applied for County Adult
9 Assistance Programs (“CAAP”) benefits, HSA simultaneously offered paid travel and relocation
10 support, which helped eligible individuals utilize the program as a strategy to end homelessness. But
11 since the COVID-19 pandemic, HSA has intermittently discontinued the Homeward Bound
12 program as a stand-alone program.—Through the Department of Homelessness and Supportive
13 Housing (“HSH”), the City continued to offer paid travel and relocation support for individuals
14 interacting with HSH’s community-based coordinated entry access points, which allow individuals
15 experiencing homelessness the opportunity to access housing opportunities.

16 (d) Despite the success of Homeward Bound, previous iterations of the program have not been
17 codified in the Municipal Code and thus have not been permanent solutions to help address the
18 City’s homelessness crisis.

19 (e) Because of the COVID-19 pandemic and the transition in program leadership from HSA to
20 HSH and with Homeward Bound’s dissolution as a stand-alone program, fewer people are using the
21 serviceHomeward Bound program to reunite with their friends or family. According to the San
22 Francisco Chronicle, in the first 10ten months of Fiscal Year 2021–22, 271 individuals utilized the
23 program, compared with 447 individuals in 2020 and 628 individuals in 2019.

24 (f) The purpose of this Article XIX is to codify the City’s paid travel and relocation support for
25 homeless individuals, individuals at risk of homelessness, or formerly homeless individuals who are

1 living in supportive housing and to establish eligibility and programmatic requirements for such
2 services.

3 **SEC. 20.19-2. ESTABLISHMENT AND ADMINISTRATION OF THE HOMEWARD**
4 **BOUND PROGRAM.**

5 (a) The Homeward Bound Program (“Program”) is hereby established to provide eligible
6 individuals the opportunity to receive travel and relocation support paid by the City to a destination
7 where the individual has a family member, friend, employer, or other individual who is willing to
8 receive and support the Program participant. The Program includes City relocation and
9 reunification programs and allows flexibility for HSA and HSH to design such programs to
10 meet the needs of different communities. HSA shall be the primary agency to oversee
11 coordination and reporting for administer the Program. HSH, in coordination with HSA, may offer
12 the Program through any of its services and programs, and is responsible for managing referrals
13 and reporting requirements from non-profit community-based organizations. The Executive
14 Director of HSA and the Executive Director of HSH each may adopt such rules and regulations as
15 the Executive Director deems necessary and proper for the administration of the Program for their
16 respective department.

17 (b) The following individuals shall be eligible to participate in the Program:

18 (1) Individuals experiencing homelessness in San Francisco.

19 (2) Individuals who recently experienced homelessness or are experiencing housing
20 instability, such as individuals residing in permanent supportive housing.

21 (3) Recipients of, or applicants for, any County Adult Assistance Program provided by
22 HSA.

23 (4) Individuals at risk of homelessness.

24 (c) The following individuals shall not be eligible to participate in the Program:

1 ~~_____ (1) Individuals with an active felony or misdemeanor arrest or bench warrant.~~
2 ~~HSA and HSH are authorized to access local, state, and federal summary criminal history~~
3 ~~information to determine whether an individual has an active felony or misdemeanor arrest or~~
4 ~~bench warrant that would disqualify the individual from participating in the Program.~~

5 _____ (12) Individuals on parole or probation, unless they have received a letter of approval
6 from their parole agent or probation officer and the individual is authorized by law to move to a
7 different jurisdiction.

8 _____ (23) Individuals who are not otherwise qualified as persons with disabilities afforded
9 reasonable modification to policy under Title II of the Americans with Disabilities Act, or who are
10 unable to travel alone because they pose a direct risk to themselves or others.

11 _____ (34) Individuals who are not sober at the time when the individual will begin travel
12 and, to the extent known by HSA or HSH staff or contractors of HSA or HSH, individuals who are
13 unable to abstain from drinking alcohol or using illicit substances while traveling to their destination.
14 HSA or HSH staff or contractors of HSA or HSH may delay travel until the individual is sober or
15 refer individuals with serious alcohol or illicit substance use to a sobering center or medically-
16 supported detoxification before such individuals can participate in the Program.

17 _____ (45) Individuals who have used the Homeward Bound Program, or any similar
18 relocation and reunification Homeward Bound program offered by HSA or HSH, within the previous
19 five years. To prevent an individual at risk of homelessness from becoming homeless, the
20 Executive Director of HSA and the Executive Director of HSH each have the discretion to
21 waive this requirement on a case-by-case basis.

22 _____ (56) A minor traveling with an adult, unless the adult is the parent or guardian of the
23 minor and the adult has photo identification and birth certificate or other legal verification for the
24 minor proving that the adult is the minor's parent or guardian.

25 **SEC. 20.19-3. TRAVEL CONTACT REQUIREMENTS.**

1 Before providing transportation to a destination, the HSA or HSH staff or contractors of HSA
2 or HSH administering the Program must make direct contact with the family member, friend,
3 employer, or other individual who is willing to receive and support the Program participant. HSA or
4 HSH staff or contractors of HSA or HSH shall document the fact that the Program participant has
5 someone at the destination capable willing to of receiveing and supporting the Program participant.
6 HSA or HSH may allow an individual to participate in the Program where the participant
7 intends to travel to transitional housing as long as the receiving facility reserves a bed for the
8 Program participant. Within 90 days following the date of a Program participant's departure, HSA
9 or HSH staff shall attempt to contact the Program participant to determine whether that individual has
10 retained housing.

11 **SEC. 20.19-4. ANNUAL REPORT.**

12 (a) By ~~October~~September 1 of each year, HSA shall submit a written report to the Human
13 Services Commission and the Homelessness Oversight Commission containing the information in
14 subsections (b) and (c) for the prior fiscal year. By August 1 of each year, HSH shall provide to
15 HSA the information in subsections (b) and (c) pertaining to HSH's administration of the
16 Program.

17 (b) The written report shall provide the following aggregated and de-identified information:

- 18 (1) The number of individuals served by HSA and HSH, respectively, through the
19 Program;
20 (2) The number of individuals who, at the time of departure: (A) were experiencing
21 homelessness and were ~~unsheltered~~unhoused, (B) were experiencing homelessness and residing in a
22 shelter, ~~or~~ (C) were formerly homeless individuals living in permanent supportive housing, or (D)
23 were at risk of homelessness;
24 (3) The total cost of travel services provided under administering the Program and
25 the average cost to the City for an individual to utilize the Program;

1 (4) The number of Program participants who, 90 days following their date of
2 departure, retained housing at their destination; and

3 (5) The number of referrals for substance use disorder treatment or ~~use of a sobering~~
4 center to individuals eligible for, and interested in utilizing, the Program, as provided in Section
5 20.19-2(c)(3); and

6 (6) the number and circumstances of the use of the waiver authority provided in
7 Section 20.19-2(c)(4).

8 (c) In addition to the information required in subsection (b), HSH shall require each of the
9 entities with whom it ~~may contracts to provide information on referrals to the Program by~~
10 program type and service provider. ~~onsite supportive services at permanent supportive~~
11 housing and shelters to provide the following aggregated and de-identified information:

12 (1) The number of outreach attempts by case managers to individuals offering
13 use of the Program; and

14 (2) The number of accepted offers by individuals.

15 **SEC. 20.19-5. SEVERABILITY.**

16 If any section, subsection, sentence, clause, phrase, or word of this Article XIX, or any
17 application thereof to any person or circumstance, is held to be invalid or unconstitutional by a
18 decision of a court of competent jurisdiction, such decision shall not affect the validity of the remaining
19 portions or applications of this Article. The Board of Supervisors hereby declares that it would have
20 passed this Article and every section, subsection, sentence, clause, phrase, and word not declared
21 invalid or unconstitutional without regard to whether any other portion of this Article or application
22 thereof would be subsequently declared invalid or unconstitutional.

23 **SEC. 20.19-6. UNDERTAKING FOR THE GENERAL WELFARE.**

24 In enacting and implementing this Article XIX, the City is assuming an undertaking only to
25 promote the general welfare. It is not assuming, nor is it imposing on its officers and employees, an

1 obligation for breach of which it is liable in money damages to any person who claims that such breach
2 proximately caused injury.

3
4 Section 2. Effective Date. This ordinance shall become effective 30 days after
5 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
6 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
7 of Supervisors overrides the Mayor's veto of the ordinance.

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9 APPROVED AS TO FORM:
10 DAVID CHIU, City Attorney

11 By: /s/ Henry L. Lifton
12 HENRY L. LIFTON
13 Deputy City Attorney

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