



Using a Charrette to Advance Plans to End Homelessness

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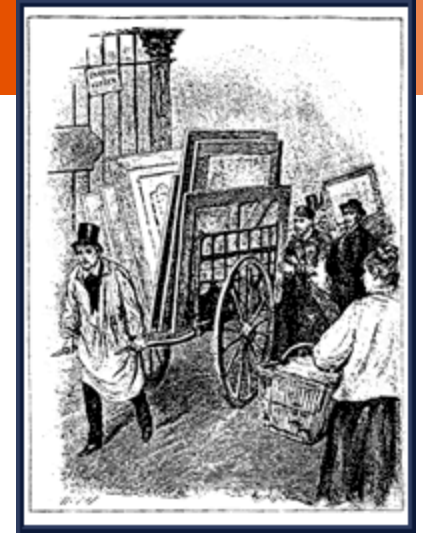
**Oregon Housing and
Community Services**

June 15, 2011

Introductions

What is a Charrette?

Background



- The term "charrette" is derived from the French word for "little cart."
- Typically used in Urban Planning, Architecture, Transportation – Physical Plant
- CSH developed Policy Oriented Charrette for 10 Year Plan development (new and updated)

Purpose

- **A charrette is problem-oriented.** The breadth of background of participants assures full discussion of issues, interrelationships, and impacts. Its time limits challenge people to rapidly, openly, and honestly examine the problem and help potential adversaries reach consensus on an appropriate solution.
- **A charrette calls attention to an issue.** It can dramatize:
 - the need for public attention to resolve an issue;
 - a deliberately participatory problem-solving process;
 - a public agency's openness to suggestions;
 - a search for all possible approaches to a question; and
 - a democratically-derived consensus.

From U.S. DOT <http://www.fhwa.dot.gov/reports/pittd/charrett.htm>

Benefits

- Turns 2 years of planning into 4 – 6 months
 - 4-5 months pre-planning
 - One week of “Charrette”
 - One month follow-up
- Quickly establishes an open, “safe” environment for sharing concerns and asking questions
- Moves the conversation forward
- Confronts the “gnarliest” issues



Benefits

- Opens up diverse participation across sectors
- Increases community interest in issue (i.e. ending homelessness)
- Creates stage for accountability at all levels
- Strengthens relationships across systems, programs, and funders



How is it done?

Preparation

Preparation

- 4-6 months in advance
- Representative Steering Committee meets bi-weekly
- CSH organizes work plan – works with staff and steering committee on agendas
- 2-3 Community meetings in advance of Charrette
- **Authentic & transparent process from all sides**

Steering Committee – Make Up

- 8-10 members
- Cross-sectional and diverse
 - Geographically
 - Organizationally
 - Government
 - Non-profit
 - Advocacy
 - Systemically
 - Housing (including Housing Authorities, Community Action)
 - Services (including Mental Health, Substance Abuse, Primary Care)
 - Ethnically

Steering Committee – Roles

- Represent Area/Agency/System
- Community Outreach
- Help Identify Issue Areas
- Identify Experts for Issue Areas
- Solve Problems
- Help with Logistics during Charrette week



Experts

- For external – allow enough time for travel and time commitment
- Local experts provide expertise as well as perspective on local environment
- Facilitators have expertise in issue and help with prep calls
- Prep calls occur 1-2 weeks in advance

Charrette Week

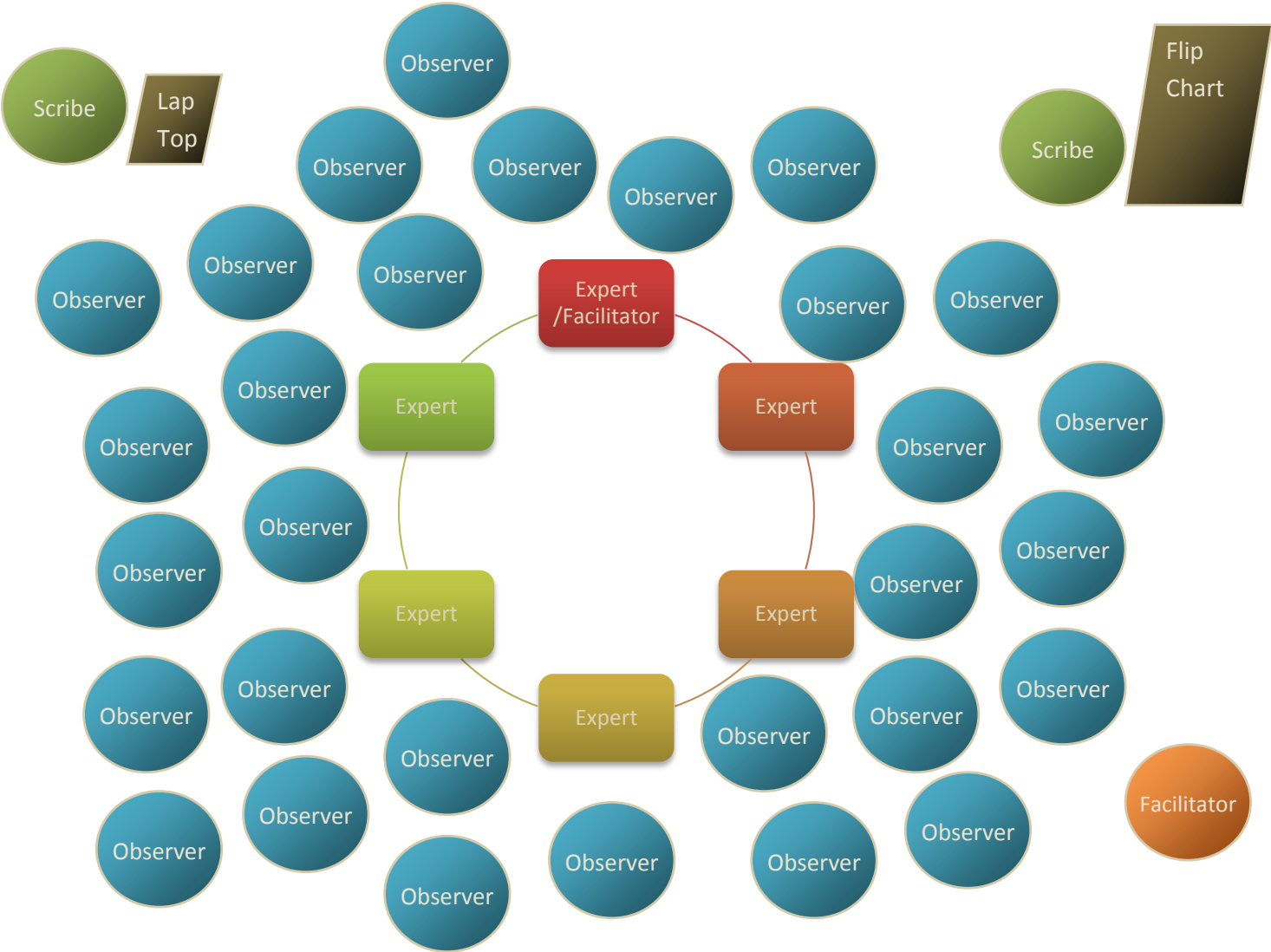
One Week – That's It

- 1-2 days of community meetings on 5-6 issue areas
- 1.5 days of summarizing commentary and creating initial recommendations
- 2 hour feedback loop (BFL session)
- 2 – 3 days of writing final report & presentation
- Final presentation and report(s)

Fishbowl



Fishbowl – with People



Images from other Charrettes



Images from other Charrettes



Facilitation

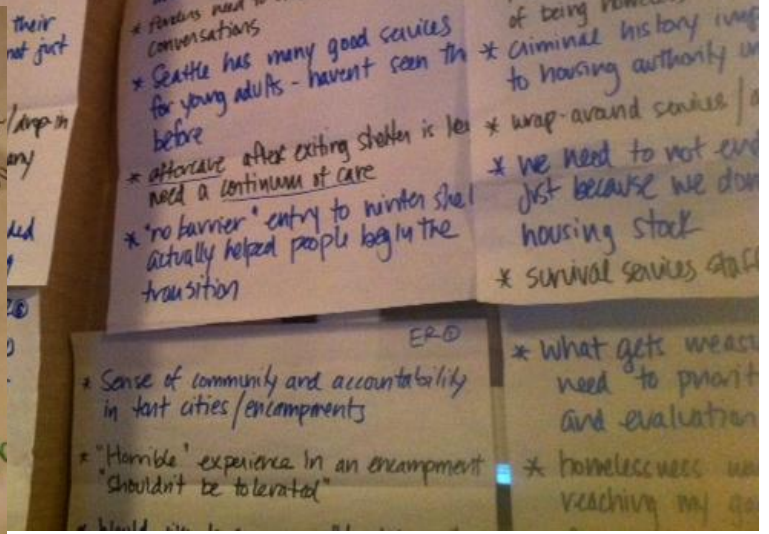
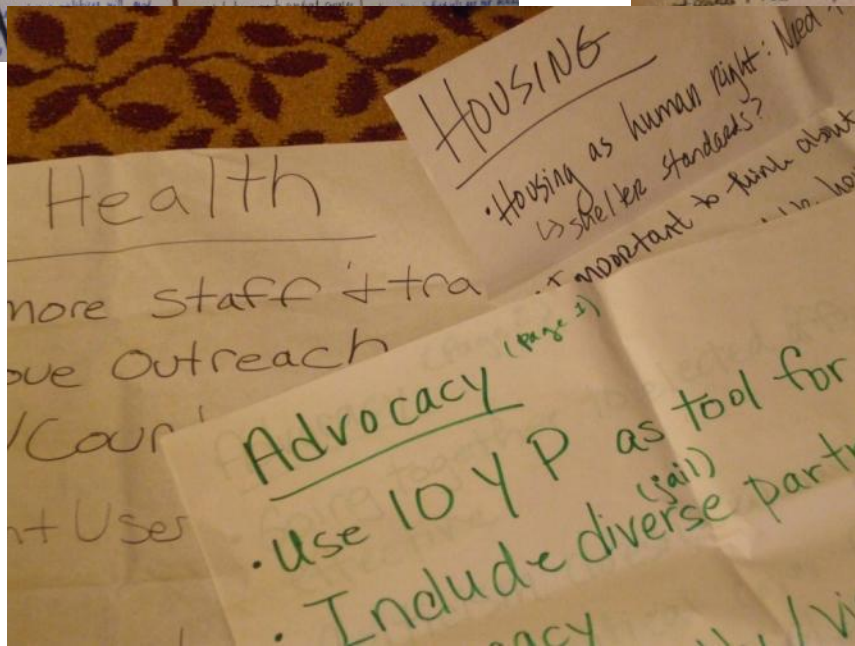
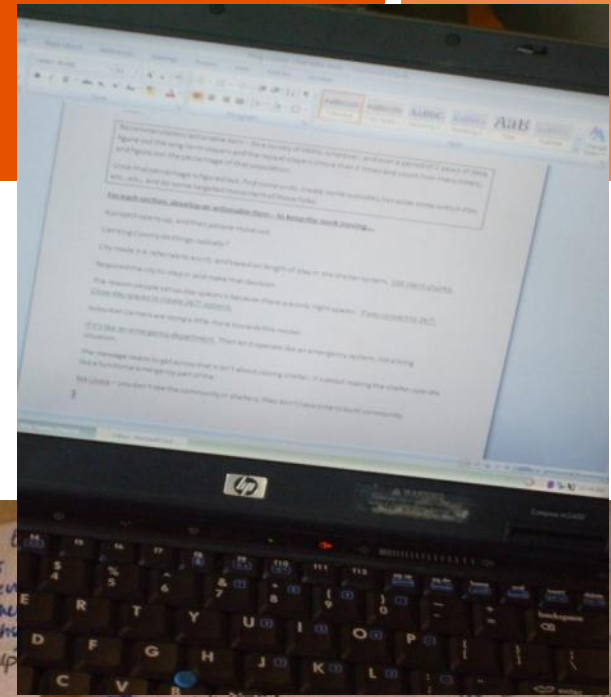
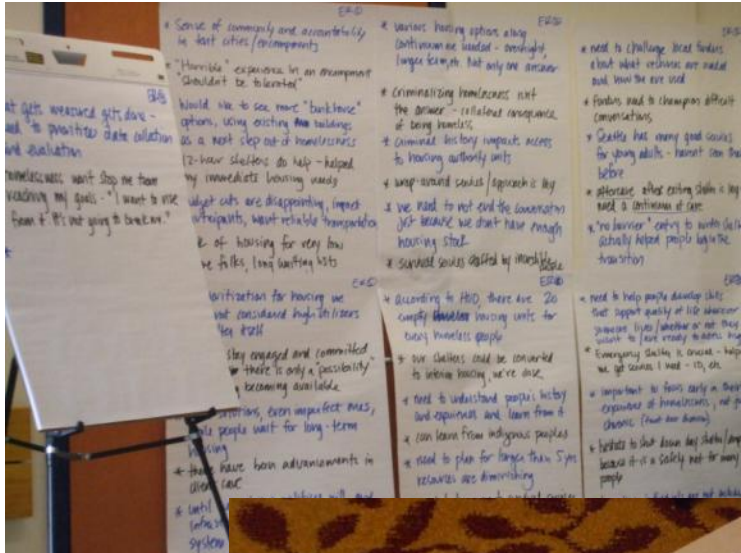


From Tacoma

To Tukwila



Documenting & Translating



Fishbowl – with People



Checking

- Recommendations – Feedback Loop
- BFL Session – Tell us where we are telling **Bald Faced Lies**
- Includes all comments – All experts, external, local, and consultant
- The place to hammer out details & controversies



Final Recommendations

- Occur one week after fishbowl sessions
- Are written with Staff and Steering Committee support
- Sometimes over the weekend, on a sunny day, even on game day...



Product

- Description of the Process (including key commentary)
- Concrete-Doable Actions for Issue Areas
- Implementation Recommendations
- Presentation
- One month of follow-up support



State of Oregon Process

CHARRETTE MASTER SCHEDULE (PROPOSED)

2011

PROJECT: STATE OF OREGON – CHARRETTE FOR 10 YEAR PLANS

ORGANIZERS: OHCS STAFF (MARY CARROLL & JOANN ZIMMER), STEERING COMMITTEE, HEATHER LYONS

PROJECT MANAGER: HEATHER LYONS

KEY DATES	STARTING	ENDING
Kick Off Meeting	6.15.2011	6.15.2011
Decision Point – Steering Committee Members	6.24.2011	6.24.2011
Bi-weekly steering committee/staff check-ins Topics include: <ul style="list-style-type: none"> • Elements of a 10 Year Plan • Issue Areas in your region • Data and Performance Measures • Cross-systems engagement • Expertise – Local and External 	6.29.2011	9.28.2011
Decision Point – Issue Areas Finalized	8.5.2011	8.5.2011
Decision Point – Experts Identified (Local and National) & Charrette Location Identified	8.26.2011	8.26.2011
Charrette Week (Recommendations issued on Friday)	10.3.2011	10.7.2011
OHCS conference – 10 Year Plans Complete	10.24.2011	10.26.2011



The Charrette for 10 Year Plans across Oregon

This schedule of events will prepare regional leaders to deliver actionable 10 Year Plans in six regions; (1 – Tillamook, Columbia and Clatsop Counties, 2 – Hood River and Wasco Counties, 3 – Wheeler, Gilliam, Morrow and Umatilla Counties, 4 – Grant, Union, Wallowa and Baker Counties, 5 – Malheur and Harney Counties, and 6 – Klamath and Lake Counties).

The charrette reduces the challenges of long-term planning by establishing an environment of collaboration amid short deadlines to produce concrete recommendations. This particular model addresses the barriers of working across state, while ensuring that the unique features of each region are included. With CSH and OHCS staff assistance, at the end of this process; regional leaders will have recommendations on issue areas that are applicable to their communities to help produce results toward ending and preventing homelessness.



Charrette Week

- Two day face to face fishbowl
- Participation will be different due to travel logistics
- Issue areas should cross geographic areas, & some statewide issues may be addressed
- Local, state and external experts

Charrette Week

- Drafting done remotely
- Feedback Loop will be a webinar
- Final report(s) presented on a webinar
- Final report(s) inform local 10 Year Plans – designed to be significantly complete before OHCS Housing Conference October 24th & 25th in Salem

Final Product for Oregon Regions

10 Year Plan Recommendations

- Fit your communities
- Fulfill the needs of the State and Federal Government (not all bad)
- Done well, have community buy-in
- Easier to implement
- Will be 75-85% of your 10 Year Plan
- CSH will provide 1 month of follow-up support

Next Steps

Short - Term

- Steering Committee Selection & Staff Involvement
- Determine Meeting Schedule
- Determine Roles & Responsibilities
- Location for Face to Face

Longer - Term

- Identify Issue Areas
- Identify Experts
- Provide Logistical Support for Face to Face
- Ensure Final Product Meets Needs

Charrette Issues Areas

[As previously identified/modified by the Steering Committee]

'Fishbowl' Issue Areas - in no particular order

- Discharge Planning - jail/re-entry, mental health programs, hospitals and institutions as well as medical respite
- Keys to Housing - chemical dependency, employment, income, legal fines/fees, lack of driver's license, and transportation
- Systems of Care - state intra-agency networking, service providers, mental health, and detox
- Performance Measures - program and system measures, use of data including improving programs and developing community support and political will
- Housing Opportunities – development, preservation and targetting appropriate housing
- Emergency Shelter - warming stations, hotel/motel vouchers, family shelter, and single shelters



THANK YOU!

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**For more information on CSH
visit www.csh.org**