

Morgantown City Council  
89 Spruce Street  
Morgantown WV, 26505

October 18, 2022

Morgantown City Council Members,

The United Way of Monongalia and Preston Counties' (UWMPC) requests financial support from The City of Morgantown in the amount of \$38,041 to help staff a cold shelter this winter to protect our unsheltered population. The goal is to ensure no unsheltered individual or family will suffer from significant injury, illness, or death from being unsheltered during inclement weather. Monongalia County currently has an estimate of over eighty-five individuals unsheltered, according to WV Coalition to End Homelessness. This number does not include individuals staying overnight at Bartlett Housing Solutions shelter operating at Hazel's House of Hope.

Bartlett Housing Solutions operates the only emergency shelter in the county with a maximum capacity of twenty-eight individuals a night. When the shelter is complete, and the individuals ask for alternative shelter for the night, they are directed to call other shelters and given the contact number for the WV Coalition to End Homelessness, Coordinated Entry System (CES). The closest shelter is in Fairmont, WV, and is prioritized by county residents and families with children. There are also limited transportation options to Fairmont. The CES number requires the person to leave a voice message that can take days or weeks to be returned. There is little way for people to stay safe from inclement weather in the county if we do not have another cold shelter option.

UWMPC has worked to develop and implement a Cold Shelter Plan with the help of several community partners. Morgantown Community Resources have been supportive by providing the facility to operate the cold shelter. The Salvation Army is allowing the use of the space between the main lobby and the dining room at the facility for the shelter. They also provide cots, meals, and kitchen access to replenish drinks, water, and supplies. Catholic Charities of WV has agreed to be the fiscal agent overseeing invoicing and payroll. They have provided information and guidance from the cold shelter operated successfully in Wheeling, WV. Milan Puskar Health Right provides daytime hard shelter space if needed during the move to Scott Avenue and Don Knotts Blvd. They provide resources, volunteers, medical equipment, and training to staff and volunteers working in the shelter. Community Kitchen will assist with meals and backpack foods. First Presbyterian Church is providing a committee of strong community members to utilize Emergency Food and Shelter Program funds to place children, families, and others who may not be able to stay in a group shelter. Over thirty volunteers are committed to helping recruit qualified staff and work in the shelter.

The funding request is to staff the cold shelter for an estimated 105 days. One temporary staff person is needed, at least part-time, to manage the day-to-day operations. Two people must be on-site twenty-four hours a day when the shelter is open. The partnering organizations and the community will donate all other expenses to operate the shelter.

Please see the attached Budget and Operating Procedures. We would appreciate the requested financial assistance to meet this critical need in our community. Please let me know if you have any questions or need additional information. You may reach me at [Janette@UnitedWayMPC.org](mailto:Janette@UnitedWayMPC.org) or on my cell at 304-288-1964.

Sincerely,



Janette Lewis, Community Impact Director

**LIVE UNITED**



**United Way of Monongalia  
and Preston Counties**

Title	Classification	Rate	Days	Shift hrs	Hours	Total Salary
Cold Shelter - manager	seasonal	18	105	6	630	\$11,340.00
1 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
2 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
3 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
4 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
5 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
6 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
7 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
8 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
9 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
10 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
11 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00
12 Cold Shelter	seasonal	15	52.5	8	420	\$6,300.00

	Days	shift hours		# on shift
Manager	105	6	630	1
Shift	105	24	2520	2

**Total Funding Requests**

Your Community Foundation	5,500	Granted
Milan Puskar Foundation	15,000	Pending
City of Morgantown	38,041	Pending
Mon County Commission	38,041	Pending
	96,582	

Please note Tax/Unemployment rates may change 1/2023



## Cold Shelter Plan

October 18, 2022

### Goal

**No unsheltered individual or family will suffer from severe injury, illness, or death from being unsheltered during inclement weather.**

**Plan of Operation: - Estimated Days open – 105 days (Please note: days of operation may need to decrease or increase based on the severity of winter weather)**

Temporary - Cold Shelter Coordinator staffed to manage the day-to-day operations.

Temporary - Nine to twelve individuals staffed to rotate 8-hour shifts, providing two staff who always will be working.

Milan Puskar Health Right will provide daytime shelter for those in recovery at the new facility on Don Knotts Blvd. in cold weather. We will utilize the downtown facilities for those not in recovery or seeking shelter from 7:30 a.m. to 4:00 pm. They can be bused to Hazel's House of Hope for dinner and safety for the night. This option is only until the Day Center is completed at Hazel's House of Hope. The estimated completion date is in January 2023. This option will also keep the Cold Shelter occupants from utilizing the area and entrance to the dining room when other programs may be there for breaks, lunch, and dinner. This ensures HIPAA rules and confidentiality are protected.

The coordinator will determine when the shelter will be open and organize the operations. Two paid staff will always be onsite. At least two volunteers or more will always be present. All staff and volunteers will be trained in emergency response and behavior management. The WV Coalition to End Homelessness will take referrals from the team and assist with housing and case management. Staff will provide referral assistance to those seeking mental health, addiction and recovery treatment, medical treatment, and referrals to other agencies.

Volunteers are dedicated to searching and transporting the unsheltered if busing is not an option. Law enforcement and emergency responders will have a place to bring people with no shelter any time, day, or night when the cold shelter is open.

The following organizations are partnering and providing the following resources:

- Christian Help – Bedding/Pillows/Blankets/Clothing
- Catholic Charities – fiscal agent
- Community Kitchen – food
- First Presbyterian Church– emergency hotel shelter when mass shelter is not an option
- Milan Puskar Health Right - facilities, medical supplies, cleaning supplies, volunteer, and staff support
- Morgantown Community Resources - facilities and utilities
- Morgantown RAMP (Resources Applied for Mutual Progress) – outreach, emergency transportation, networking resources
- Salvation Army – facilities, cots, food, supplies
- The United Way of MPC – staff, hygiene items, food items, computer