



Homeless Individual Camping (HIC) Plans Template

The following template is being made available to assist political subdivisions as they create a Plan as noted in Subchapter PP of [Chapter 2306, Texas Government Code](#), Property Designated by Political Subdivision for Camping by Homeless Individuals. The Plan Requirements and description of the review process can be found in [Texas Administrative Code \(TAC\) Title 10, Subchapter A, §1.8](#).

Template:

While use of the template is not required, using this fillable template ensures that your submission will provide responses to the required Threshold Plan Requirements. Responses should be filled in for Sections I, II and III; and supporting documentation should be attached for Section IV. The whole packet, including all documentation, should then be submitted as a PDF by emailing to campingplans@tdhca.state.tx.us.

Submission

All Plans must be submitted electronically. TDHCA will send a confirmation reply email to the political subdivision upon receipt of a Plan. No later than the 30th day after the date the Department receives a Plan or resubmitted Plan, the Political Subdivision will be notified that its Plan has been Approved or Denied in a Plan Determination Notice. Please review the Rule which outlines the process should a Plan not meet the requirements and be denied. A Political Subdivision may appeal the decision as outlined in the Rule.

One Plan Per Property:

Political Subdivisions must submit a separate plan for each individual property proposed to be used as a Camping site for Homeless Individuals.

Public Parks:

Public Parks are ineligible to be used as a Camp by homeless individuals per Subchapter PP, [Chapter 2306, Texas Government Code](#), irrespective of the date upon which they began being used for such purposes.

Resubmitted Plans:

Any Plan that is a resubmission of a denied Plan, submitted again for the same Proposed Property, must include a short summary at the front of the Plan explaining what has been changed in the resubmitted Plan from the original denied Plan. Please insert this explanation between the cover page and the beginning of the Section I, Threshold Plan Requirements page.

Note: Plans in excess of 15 pages of text, not including documentation and attachments will not be reviewed.

**Homeless Individual Camping Plan
For**

Address for Proposed Property in this Plan:

SECTION 1: THRESHOLD PLAN REQUIREMENTS, CONTACT INFORMATION

Political Subdivision Contact Information:

Primary Contact:

Name:

Email:

Secondary Contact:

Name:

Email:

Name and Address of the department responsible for the creation of this plan:

Physical Address or if there is no physical address the legal description of the proposed property for Camping:

SECTION 2: THRESHOLD PLAN REQUIREMENTS, NON-NARRATIVE INFORMATION

Estimated number of Proposed New Campers to be located at the Proposed Property for Camping: *(this is an estimate of the total number of people who may occupy the property at full capacity)*

Political Subdivision has provided evidence as Attachment F, which establishes that the property is not a Public Park. *(Evidence must include documentation addressing the definition of a Public Park as defined in 10 TAC §1.8(c)(8))*

Political Subdivision has provided documentation as Attachment G, that the site will include basic human sanitation services including toilets, sinks, and showers. *(Such facilities may be temporary fixtures such as portable or mobile toilets, sinks and showers)*

Political Subdivision has provided documentation as Attachment H, that the proposed property in this plan is owned, controlled, leased, or managed by the Political Subdivision.

SECTION 3: THRESHOLD PLAN REQUIREMENTS NARRATIVES

In this section, please provide the necessary requested information in the Narrative field and check the necessary commitments. Please be sure to cite any attachments that support information provided in the narratives and include any such attachments in Section 4.

A. Local Health Care

- i. Description of the availability of local health care for proposed new campers, including access to Medicaid services and mental health services
- ii. List of the specific providers of the local health care and mental health services available to proposed campers (Local health/mental health care service providers do not include hospitals or other emergency medical assistance, but contemplate access to ongoing and routine health and mental health care. Providers of such services can include, but are not limited to: local health clinics, local mental health authorities, mobile clinics that have the location in their service area, and county indigent healthcare programs)
- iii. A description or copy of a communication from the Texas Department of Health and Human Services specific to the Political Subdivision and specific to the population of homeless individuals must be provided to establish the availability of access to Medicaid services (if providing copy of a communication, please note it here and provide communication as an attachment)
- iv. A map or clear written description of the geographic proximity (in miles) of each of those providers to the Proposed Property
- v. The cost of such care and services, whether those costs will be borne by the Proposed New Campers or an alternative source, and if an alternative source, then what that source is.
- vi. A description of any limitations on eligibility that each or any of the providers may have in place that could preclude Proposed New Campers from receiving such care and services from the specific providers.

Political Subdivision commits to a goal that such services are available at little, low or no cost for at least 50% of Proposed new Campers.

Narrative for §3 (A) Local Health Care

B. Indigent Services

- i. A description of the availability of indigent services for Proposed New Campers. *(For purposes of this factor, indigent services are any services that assist individuals or households in poverty with their access to basic human needs and supports. Indigent service providers include, but are not limited to: community action agencies, area agencies on aging, mobile indigent service providers that have the location in their service area; and local nonprofit or faith-based organizations providing such indigent services.)*
- ii. A description of the specific providers of the services and what services they provide
- iii. A map or clear written description of the geographic proximity (in miles) of each of those providers to the Proposed Property
- iv. A description of any limitations on eligibility that each or any the providers may have in place that could preclude Proposed New Campers from receiving such services from the specific providers.

Political Subdivision commits to a goal that such services are available for at least 50% of Proposed New Campers.

Narrative for §3 (B) Indigent Services

C. Public Transportation

- i. A description of the availability of reasonably affordable public transportation for Proposed New Campers. (*Reasonably affordable for the purposes of this Section means the rate for public transportation for the majority of users of that public transportation; if for instance the standard bus fare in an area is \$2 per ride, then that rate is considered the reasonable affordable rate for the Proposed Property; Proposed New Campers should not have to pay a rate higher than that standard fare*)
- ii. A description of the specific providers of the public transportation services and their prices
- iii. A description of the closest proximity of the property to a specified entrance to a public transportation stop or station, with a sidewalk or an alternative pathway identified by the Political Subdivision for pedestrians, including a map of the closest stop and public transportation route shown in relation to the Proposed Property
- iv. A description of the route schedule of the closest proximate public transportation route
- v. If public transportation is available upon demand at the property location, identification of any limitations on eligibility that each or any of the providers may have in place that could preclude Proposed New Campers from receiving such transportation services from that specific on-demand provider.

The Proposed property is within ½ mile or less from a public transportation stop or station that has scheduled service several times per day for at least six days, as evidenced by the map in Attachment C.

Political Subdivision commits to a goal that at least 50% of the Proposed New Campers are eligible for the on-demand public transportation, if it is the only public transportation provided.

Narrative for §3 (C) Public Transportation

D. Law Enforcement Resources

- i. A description of the local law enforcement resources in the area
- ii. The description should include a brief explanation of which local law enforcement patrol beat covers the Proposed Property
- iii. Description of local law enforcement resources and local coverage in several other census tracts or law enforcement beats/areas with similar demographics to that of the beat/area of the Proposed Property to provide a comparative picture
- iv. A description of any added resources for the area or proposed specifically for the property, and how proximate those resources are
- v. Any explanation of reduced (or lower than typical of similar demographic areas) local law enforcement coverage in the area.

Political Subdivision commits to ensuring that local law enforcement resources that cover the Proposed Property are not materially less than those available in other zones or precincts of the local law enforcement resource.

Narrative for §3 (D) Law Enforcement Resources

E. Coordination with Local Mental Health Authority (LMHA)

- i. A description of the steps the Political Subdivision has taken to coordinate with the Local Mental Health Authority to provide services for any Proposed New Campers
- ii. A description must include documentation of meetings or conversations, dates when they occurred, any coordination steps resulting from the conversations, and whether any ongoing coordination is intended for the Proposed Property.

Political Subdivision has had at least one meeting to discuss initial steps and coordination with the LMHA, specific to this proposed property.

Narrative for §3 (E) Coordination with Local Mental Health Authority

SECTION 4: ATTACHMENTS

In this section, please acknowledge by checking the box which attachments have been provided in this document to address the corresponding threshold items. Please ensure that you have properly labeled each attachment and included it as part of this PDF, following this page.

ATTACHMENT A – All documents related to §3 (A) Local Health Care

ATTACHMENT B – All documents related to §3 (B) Indigent Services

ATTACHMENT C – All documents related to §3 (C) Public Transportation

ATTACHMENT D – All documents related to §3 (D) Law Enforcement Resources

**ATTACHMENT E – All documents related to §3 (E) Coordination with Local
Mental Health Authority**

**ATTACHMENT F – Evidence which establishes that the property is not a Public
Park.** *(Evidence must include documentation addressing the
definition of a Public Park as defined in 10 TAC §1.8(c)(8))*

**ATTACHMENT G – Documentation that the site will include basic human
sanitation services including toilets, sinks, and showers.** *(Such
facilities may be temporary fixtures such as portable or mobile
toilets, sinks and showers)*

**ATTACHMENT H – Documentation that the proposed property in this plan is
owned, controlled, leased, or managed by the Political
Subdivision.**

**ATTACHMENT I – Other supporting documentation the Political Subdivision
wishes to provide as part of their submission of a Homeless
Individual Camping (HIC) Plan. If more than one supporting
document is submitted please name additional documents
accordingly as I-a, I-b, I-c, etc.**