



Florida Department of Children and Families

Office on Homelessness

Public Encampment Certification Checklist

This checklist is meant to aid Florida counties in submitting a complete public encampment certification request for property which a county has designated as a public camping or sleeping site per section 125.0231, Florida Statutes.

DESIGNATED PROPERTY CERTIFICATION REQUEST

This section covers required supporting documentation for a request for certification of a designated public camping or sleeping property, with or without an accompanying finding financial hardship exemption request.

To receive a certification, counties must certify and submit documentation proving:

1. Proof of county or municipal ownership of the property.
 - Supporting documentation is included in the request: _____
2. A majority vote of the county's governing body has designated this property for public camping or sleeping per section 125.0231, Florida Statutes.
 - Supporting documentation is included in the request: _____
3. **If** the designated property is within the boundaries of a municipality, there is concurrent majority vote of the municipality's governing body designating the property for public camping or sleeping per section 125.0231, Florida Statutes.
 - Supporting documentation is included in the request: _____
 - Not Applicable: _____
4. There are not sufficient open beds in homeless shelters in the county for the homeless population of the county.
 - Supporting documentation is included in the request: _____
5. The designated property is not contiguous to property designated for residential use by the county or municipality in the local government comprehensive plan and future land use map.
 - Supporting documentation is included in the request: _____



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6. The designated property would not adversely and materially affect the property value or safety and security of other existing residential or commercial property in the county or municipality and would not negatively affect the safety of children.
 - Supporting documentation is included in the request: _____
7. The governing board of the county has created site plan which will prohibit illegal substance use and alcohol use on the property and enforcement of such prohibition.
 - Supporting documentation is included in the request: _____
8. The governing board of the fiscally constrained county has made a finding that compliance with section 125.0231(3)(b)1.-3., Florida Statutes, would result in a financial hardship and is therefore exempt from these requirements.
 - Supporting documentation is included in the request: _____
 - Not Applicable: _____
9. **If** there is no finding of financial hardship, the governing board of the county has created site plan which establishes and maintains minimum standards and procedures ensuring the safety and security of the property and the persons lodging or residing on the property.
 - Supporting documentation is included in the request: _____
 - Not Applicable: _____
10. **If** there is no finding of financial hardship, the governing board of the county has created site plan which establishes and maintains minimum standards and procedures for maintaining sanitation, which must include, at a minimum, providing access to clean and operable restrooms and running water.
 - Supporting documentation is included in the request: _____
 - Not Applicable: _____



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11. **If** there is no finding of financial hardship, the governing board of the county has created site plan which includes coordination with the regional managing entity to provide access to behavioral health services, which must include substance abuse and mental health treatment resources.

- Supporting documentation is included in the request: _____
- Not Applicable: _____

DESIGNATED PROPERTY CERTIFICATION REQUEST SIGNATURE

COUNTY: _____

DATE: _____

AUTHORIZING OFFICIAL: _____

TITLE OF OFFICIAL: _____

SIGNATURE: _____