

# SUPPORTIVE HOUSING SERVICES QUARTERLY REPORT

SUBMITTED BY (COUNTY): CLACKAMAS

FISCAL YEAR: 2023-2024

QUARTER: FOURTH

## SUPPORTIVE HOUSING SERVICES

### QUARTERLY REPORT TEMPLATE DRAFT

*The following information should be submitted 45 calendar days after the end of each quarter, per IGA requirements. When that day falls on a weekend, reports are due the following Monday.*

	Q1	Q2	Q3	Q4
<i>Report Due</i>	<b>Nov 15</b>	<b>Feb 15</b>	<b>May 15</b>	<b>Aug 15</b>
<i>Reporting Period</i>	Jul 1 – Sep 30	Oct 1 – Dec 31	Jan 1 – Mar 31	Apr 1 – Jun 30

*Please do not change the formatting of margins, fonts, alignment, or section titles.*

## Section 1. Progress narrative

### Executive Summary

This quarter marks the close of Clackamas County’s third year of SHS programming. The County has fully launched and integrated a continuum of homeless services systems into our community, ultimately preventing homelessness for over 3,000 people and placing more than 2,000 people into housing in three years. Outcomes track with year-over-year spending, increasing from \$3.4M in the first fiscal year to \$18.4M in the second and over \$46M this past fiscal year; the final financial report will be released with the annual report.

This fiscal year, Clackamas County exceeded all quantitative housing goals delineated in its annual work plan. SHS funds prevented homelessness for 1,228 households, surpassing the County’s goal of 625 households. One hundred ninety-six households were placed into rapid rehousing this fiscal year, once again surpassing the County’s goal of 120 rapid rehousing placements. The County placed 412 households into permanent supportive housing, also exceeding its goal to serve 405 households. Additionally, 210 shelter units have been created and sustained, exceeding the County’s goal of 155 units.

Highlights from this past quarter span the continuum of services, from coordinated entry through stabilization and retention.

### **Coordinated Entry: CHA Hotline**

This quarter, Clackamas County's coordinated entry system, the Coordinated Housing Access (CHA) Hotline, was recognized with a 2024 Achievement Award from the National Association of Counties (NACo). The NACo Achievement Awards Program recognizes innovative county government programs, which are judged on innovation and creativity, measurable results and effectiveness, and enhanced level of citizen participation in, or the understanding of, government programs. The CHA Hotline connects people in a housing crisis with a trained, compassionate assessor who listens intently to their story, pinpointing immediate needs while drawing upon local resources to find the right program fit. The CHA assessment is finely tuned to match people with the precise level of support they require. Someone experiencing recent homelessness might find themselves directed towards a rapid rehousing program for short-term assistance. A long-term resident of the streets may be steered towards a permanent supportive housing solution. People are also guided to problem-solve and may receive other social services referrals including to physical and mental health programs. CHA has conducted 27,366 housing assessments in three years. As part of Clackamas County's housing services programs, CHA has contributed to a 65% decrease in homelessness from 2019 to 2023, during a period when homelessness increased nationally.



The Coordinated Housing Access hotline continues to make improvements and build on its success. This quarter, staff launched a CHA Core Team for individuals with lived experience and direct service providers to give input and help drive changes to improve our CHA system. Through a recruitment process, 11 individuals were selected to be part of this group, 8 of whom have experienced literal homelessness, and 4 of whom have themselves gone through the CHA system in Clackamas County in the last 3 years. 5 of these individuals (45%) are BIPOC. Compensation is provided to individuals with lived experience who are not being paid by an agency for their time. The CHA Core Team had 3 meetings this quarter and will continue to meet quarterly. Meetings have focused on establishing the group and relationship building as well as looking at assessment improvements, identifying future areas of improvement like prioritization, and discussing access and how to improve communication with clients.

Other continuous improvement efforts include streamlining the referral process, with changes effective in the first quarter of FY25. Roles of CHA staff and providers are being clarified to set clear expectations for outreach to clients and to use HMIS to its fullest capacity. The goal of these efforts is to reduce the time between the CHA assessment and referral, as well as the time between the referral and housing placement.

The CHA team is also working in concert with various other groups within the County to coordinate service systems. Collaborations include the health and housing integration team to prepare for the

Medicaid 1115 Demonstration Waiver; coordination between the CHA call team and the Resource Navigation team to stay apprised of ever-changing resources and update pathways to housing for participants; and jointly supporting participant needs with the County's Mental Health Crisis and Support Line and their Mobile Response Team. External collaborations include a pilot project with Unite Us to coordinate closed loop referrals and working with local libraries to help unsheltered library visitors.

### **Safety on and off the Street: k<sup>h</sup>wat yaka haws**

The Native American Youth and Family Center (NAYA) welcomed the region's first culturally specific shelter to serve indigenous families at its grand opening on June 25, 2024. k<sup>h</sup>wat yaka haws, meaning *Auntie's Place* in the Chinook Wawa language, will provide time-limited emergency shelter for families experiencing homelessness, working toward the goal of moving participants to safe, stable, permanent housing resources. The shelter offers culturally specific services like first foods cooking classes, as well as supportive services such as substance use counseling, peer support and mental health support, and direct pathways to permanent housing.

Located in Milwaukie and sitting on a larger campus owned by Northwest Housing Alternatives, k<sup>h</sup>wat yaka haws will serve no less than 56 households annually. Each of the eight shelter units contains a bathroom and kitchenette and can accommodate families of up to seven people with at least one child under the age of eighteen. Common spaces and hallways feature murals and other works by local Indigenous artists. There is also a community kitchen, laundry facilities, and a playground. Referrals to the shelter will be made through NAYA and the CHA Hotline, and families began to move in in Q1 of FY25. k<sup>h</sup>wat yaka haws is open 24/7, with a shelter advocate on site.



Photo Credit: Aislin Tweedy, [Underscore Native News](#)

NAYA is a non-profit organization that provides culturally specific service to the Native community with the mission to enhance the diverse strengths of Native American youth and families through cultural identity and education. For many decades, NAYA has served Native Americans with social services such as housing navigation, food, energy, domestic violence resources, rental assistance, and a culturally specific high school. NAYA recently created a new Housing and Stabilization Services

Department, which oversees their shelter operations.

## Permanent Housing: Mercy Greenbrae

Nestled among the trees on the east end of the former Marylhurst University campus in Lake Oswego is the newly opened Mercy Greenbrae community. The 100 affordable one-, two-, and three-bedroom apartments will become homes to families with less than 60% of the Area Median Income. Forty units are designated for households recently or at risk of homelessness. While the grand opening occurred on July 16<sup>th</sup>, leasing and planning work was well underway in Q4 of FY24.

Founded by the Sisters of the Holy Names of Jesus and Mary in 1893, Marylhurst closed its doors over a hundred years later in 2018. In line with their core value of community service, the Sisters pivoted to affordable housing and established a partnership with Mercy Housing. Today, the Sisters and Mercy Housing are in partnership with the Lake Oswego School District, the City of Lake Oswego, and the Mercy Scholars program to enhance child and student success at the reimagined development. Mercy Greenbrae's amenities include play spaces, a technology center, plentiful walking trails around the picturesque campus, community garden plots, and Out of School Time programming.



Mercy Greenbrae also gained local attention during construction for sustainability practices and energy efficiency. Units are equipped with energy star appliances, as well as centralized air filtration.

Fulfilling a critical need for affordable family housing in Lake Oswego, Mercy Greenbrae received \$3M in funding from the Housing Authority of Clackamas County utilizing the Metro Housing Bond. Ongoing funding through Supportive Housing Services will provide resident services and case management, with services and resources tailored to individual household goals and in support of housing stability and retention.

## Housing Retention and Self-sufficiency

This quarter Program Team staff initiated a partnership with Clackamas County Workforce and the workforce program in the County's Children, Family, and Community Connections (CFCC) Division to help case managers and housing navigators familiarize with the programs and processes to connect housed participants to employment services. Staff are also meeting with partners to identify additional methods to address barriers to employment, such as extended time outside the workforce. These collaborations are intended to equip case managers with the tools to help participants voluntarily graduate from Supportive Housing Case Management if they are able and ready to enter or re-enter the workforce. Case managers follow a graduation protocol to identify households who are managing their finances independently, have attained housing stability, and are voluntarily choosing to graduate from Supportive Housing Case Management services.

Additionally, CFCC's STEP (Training and Employment Program for individuals who have experienced homelessness or at risk of homelessness and who are receiving Supplemental Nutrition Assistance Program or SNAP food benefits) provides employment and training services to participants housed through RLRA and other SHS programs. In addition to individual career counseling, resume preparation, job placement, and work skills training, the program provides co-case management with Supportive Housing Case Management.

Housing case managers on the County's Behavioral Health team also offer individual and group skills training to teach and encourage self-sufficiency, including health and wellness, dialectical behavioral therapy (DBT), and employment and education essentials. The team is currently developing a "DBT in the Workplace" group, as well. As staff have observed significant crossover and interconnection between housing and employment needs for their clients, the Behavioral Health team also collaborates with tri-county providers, partners, and businesses on the Supportive Employment Advisory Council.

At Renaissance Court Apartments in Wilsonville, a peer support program funded by SHS empowers residents to advocate for their individual needs and build community. Thus far the program has assisted residents with various needs supporting housing retention and self-sufficiency including reinstating utility service, obtaining a smartphone, obtaining a walker, obtaining a wheelchair, setting up food box deliveries, promoting positive neighbor-to-neighbor interactions, donating unneeded household items to Goodwill, and increased comfortability in engaging with property management.

Resident services at the Housing Authority of Clackamas County (HACC) launched their first homeownership program in January, enrolling 25 families into Home Savings. Each family receives \$350 per month in savings over a 24-month period to go toward the purchase of a home. HACC staff are partnering with agencies to access the Community Land Trust model, which makes homeownership more affordable. As families take major steps toward becoming mortgage ready, some early successes of Home Savings include completion of financial education, homebuyer education, debt forgiven, paid down, or discharged, refinancing auto loans at a lower interest rate, pre-qualifications for home loans, and increased income through work for multiple families.

Individual programs have developed these pathways to self-sufficiency by tailoring resources to the needs of their housed participants. In FY25, as the County focuses on optimizing its systems through contract performance monitoring, one key metric will be the number of households that successfully maintain their housing and increase their household income through initiatives such as benefit enrollment or workforce development.

### **Youth Housing Advancements**

In Q4, three workgroups were established to advance partnerships and goals for the Youth Housing Continuum.

The youth housing data workgroup, facilitated in partnership with Northwest Family Services and AntFarm, is developing a survey to collect feedback from youth housing program participants. The data workgroup is also working to raise awareness of the 2025 Point In Time Count among providers, youth with lived experience, and youth actively experiencing homelessness.

The youth housing equity workgroup, facilitated in partnership with young adults with lived experience of homelessness, is working on ways to assess the County's Youth Housing Continuum and its ability to serve specific populations, including LGBTQIA+ youth, youth of color, minors, youth with mental health and/or substance abuse challenges, youth in foster care, youth with juvenile system involvement, pregnant and parenting youth, and youth survivors of trafficking and/or sexual exploitation.

The youth housing innovation workgroup, facilitated in partnership with Second Home, is creating a resource handbook for youth housing rights and legal protections.



*Youth Engagement Training*

In addition to these workgroups, the County's Youth Advisory Board is engaging with the County's strategic plan work, providing insight and recommendations. The Youth Advisory Board also delivered a Youth Engagement Presentation, shared recently with the County's Health, Housing, and Human Services executive leadership team. The training empowered the Youth Advisory Board to learn to communicate their needs professionally and hold space with adult partners effectively.

## Section 2. Data and data disaggregation

Please use the following table to provide and disaggregate data on Population A, Population B housing placement outcomes and homelessness prevention outcomes. Please use your local methodologies for tracking and reporting on Populations A and B. You can provide context for the data you provided in the context narrative below.

### Data disclaimer:

HUD Universal Data Elements data categories will be used in this template for gender identity and race/ethnicity until county data teams develop regionally approved data categories that more accurately reflect the individual identities.

## Section 2.A Housing Stability Outcomes: Placements & Preventions

### Housing Placements By Intervention Type: Supportive Housing

# housing placements – supportive housing*	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	171		775	
<b>Total households</b>	96		412	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	1	0.6%	17	2.2%
Black, African American or African	22	12.9%	94	12.1%
Hispanic or Latin(a)(o)(x)	41	24.0%	147	19.0%
American Indian, Alaska Native or Indigenous	9	5.3%	37	4.8%
Native Hawaiian or Pacific Islander	7	4.1%	28	3.6%
White	127	74.3%	511	65.9%
Non-Hispanic White (subset of White category)	86	50.3%	383	49.4%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	--	--
Data Not Collected	11	6.4%	16	2.1%
<b>Disability status<sup>1</sup></b>				
	#	%	#	%
Persons with disabilities	75	43.9%	324	41.8%
Persons without disabilities	21	12.3%	99	12.8%
Disability unreported	11	6.4%	17	2.2%

<sup>1</sup> Disability information for Q4 is not provided for every person served due to limited data availability.

Gender identity <sup>2</sup>				
	#	%	#	%
Male	36	21.1%	156	20.1%
Female	60	35.1%	272	35.1%
A gender that is not singularly 'Male' or 'Female'	--	--	--	--
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	11	6.4%	12	1.5%

\*Supportive housing = permanent supportive housing and other service-enriched housing for Population A such as transitional recovery housing

#### **Housing Placements By Intervention Type: Rapid Re-Housing & Short-term Rent Assistance**

# housing placements – RRH**	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	69		472	
<b>Total households</b>	29		196	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	--	--	5	1.1%
Black, African American or African	16	23.2%	48	10.2%
Hispanic or Latin(a)(o)(x)	19	27.5%	141	29.9%
American Indian, Alaska Native or Indigenous	6	8.7%	26	5.5%
Native Hawaiian or Pacific Islander	--	--	27	5.7%
White	42	60.9%	302	64.0%
Non-Hispanic White (subset of White category)	23	33.3%	220	46.6%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	1	0.2%
Data Not Collected	--	--	19	4.0%
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	36	52.2%	228	48.3%
Persons without disabilities	31	44.9%	217	46.0%
Disability unreported	2	2.9%	27	5.7%
<b>Gender identity</b>				
	#	%	#	%
Male	24	34.8%	128	27.1%

<sup>2</sup> Gender information for Q4 is not provided for every person served due to limited data availability.



Female	44	63.8%	337	71.4%
A gender that is not singularly 'Male' or 'Female'	1	1.4%	2	0.4%
Transgender	--	--	--	--
Questioning	--	--	1	0.2%
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	--	--	4	0.8%

**\*\* RRH = rapid re-housing or short-term rent assistance programs**

***Housing Placements By Intervention Type: Other Permanent Housing Programs (if applicable)***

*If your county does not have Other Permanent Housing, please write N/A:*

N/A.

**\*\*\* OPH = other permanent housing programs (homeless preference units, rent assistance programs without services) that your system operates and SHS funds**

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided above on Housing Placements.*

N/A.

***Eviction and Homelessness Prevention***

# of preventions	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	797		2,679	
<b>Total households</b>	431		1,228	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	12	1.5%	30	1.1%
Black, African American or African	80	10.0%	293	10.9%
Hispanic or Latin(a)(o)(x)	146	18.3%	519	19.4%
American Indian, Alaska Native or Indigenous	25	3.1%	76	2.8%
Native Hawaiian or Pacific Islander	9	1.1%	68	2.5%
White	602	75.5%	1,973	73.6%
Non-Hispanic White (subset of White category)	328	41.2%	1,053	39.3%
Client Doesn't Know	3	0.4%	17	0.6%
Client Refused	11	1.4%	31	1.2%
Data Not Collected	22	2.8%	25	0.9%

Disability status				
	#	%	#	%
Persons with disabilities	265	33.2%	849	31.7%
Persons without disabilities	521	65.4%	1,815	67.7%
Disability unreported	11	1.4%	15	0.6%
Gender identity				
	#	%	#	%
Male	332	41.7%	1,079	40.3%
Female	435	54.6%	1,564	58.4%
A gender that is not singularly 'Male' or 'Female'	3	0.4%	6	0.2%
Transgender	1	0.1%	3	0.1%
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	6	0.8%	6	0.2%
Data not collected	20	2.5%	21	0.8%

## Section 2.B Regional Long-Term Rent Assistance Program

*The following data represents a subset of the above Housing Placements data. The Regional Long-term Rent Assistance Program (RLRA) primarily provides permanent supportive housing to SHS priority Population A clients (though RLRA is not strictly limited to PSH or Population A).*

*RLRA data is not additive to the data above. Housing placements shown below are duplicates of the placements shown in the data above.*

*Please disaggregate data for the **number of people in housing using an RLRA voucher** during the quarter and year to date. Q*

Regional Long-term Rent Assistance Quarterly Program Data	This Quarter		Year to Date	
	#	%	#	%
Number of RLRA vouchers issued during reporting period	79		370	
Number of people newly leased up during reporting period	119		703	
Number of households newly leased up during reporting period	55		358	
Number of people in housing using an RLRA voucher during reporting period	1,325		1,382	
Number of households in housing using an RLRA voucher during reporting period	727		766	

Race & Ethnicity <sup>3</sup>				
Asian or Asian American	25	1.2%	28	1.4%
Black, African American or African	225	12.4%	230	12.0%
Hispanic or Latin(a)(o)(x)	245	13.2%	247	12.7%
American Indian, Alaska Native or Indigenous	75	5.5%	75	5.2%
Native Hawaiian or Pacific Islander	39	2.2%	39	2.1%
White	1,021	82.0%	1,074	82.6%
Non-Hispanic White (subset of White category)	745	67.7%	792	68.7%
Client Doesn't Know	--	--	--	--
Client Refused	25	1.2%	28	1.4%
Data Not Collected	225	12.4%	230	12.0%
Disability status <sup>4</sup>				
	#	%	#	%
Persons with disabilities	580	79.8%	612	79.9%
Persons without disabilities	147	20.2%	154	20.1%
Disability unreported	--	--	--	--
Gender identity <sup>5</sup>				
	#	%	#	%
Male	296	40.7%	314	41.0%
Female	427	58.7%	448	58.5%
A gender that is not singularly 'Male' or 'Female'	2	0.3%	2	0.3%
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	1	0.1%	1	0.1%
Client refused	2	0.3%	2	0.3%
Data not collected	1	0.1%	1	0.1%

**Definitions:**

**Number of RLRA vouchers issued during reporting period:** Number of households who were issued an RLRA voucher during the reporting period. (Includes households still shopping for a unit and not yet leased up.)

**Number of households/people newly leased up during reporting period:** Number of households/people who completed the lease up process and moved into their housing during the reporting period.

**Number of households/people in housing using an RLRA voucher during reporting period:** Number of households/people who were in housing using an RLRA voucher at any point during the reporting period. (Includes

<sup>3</sup> Race and ethnicity data provided at head of household level.

<sup>4</sup> Disability status available for the heads of households.

<sup>5</sup> Gender data reported at head of household level only due to availability of data.

(a) everyone who has been housed to date with RLRA and is still housed, and (b) households who became newly housed during the reporting period.)

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided above on the RLRA program.*

**N/A.**

### Section 2.C Subset of Housing Placements and Preventions: Priority Population Disaggregation

The following is a **subset** of the above Housing Placements and Preventions data (all intervention types combined), which represents housing placements/preventions for SHS priority population A.

Population A Report	This Quarter		Year to Date	
	#	%	#	%
Population A: Total <b>people</b> placed into permanent housing/preventions	160		842	
Population A: Total <b>households</b> placed into permanent housing/preventions	91		453	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	1	0.6%	20	2.4%
Black, African American or African	29	18.1%	108	12.8%
Hispanic or Latin(a)(o)(x)	41	25.6%	198	23.5%
American Indian, Alaska Native or Indigenous	8	5.0%	36	4.3%
Native Hawaiian or Pacific Islander	4	2.5%	40	4.8%
White	110	68.8%	572	67.9%
(Subset of White): Non-Hispanic White	69	43.1%	425	50.5%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	1	0.1%
Data Not Collected	7	4.4%	21	2.5%
<b>Disability status<sup>6</sup></b>				
	#	%	#	%
Persons with disabilities	77	48.1%	406	48.2%
Persons without disabilities	36	22.5%	212	25.2%

<sup>6</sup> Disability status values will not sum to 100% of total Population A people served due to limited data availability.

Disability unreported	8	5.0%	31	3.7%
<b>Gender identity<sup>7</sup></b>				
	#	%	#	%
Male	42	26.3%	197	23.4%
Female	70	43.8%	435	51.7%
A gender that is not singularly 'Male' or 'Female'	1	0.6%	2	0.2%
Transgender	--	--	--	--
Questioning	--	--	2	0.2%
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	7	4.4%	11	1.3%

The following is a **subset** of the above Housing Placements and Preventions data (all intervention types combined), which represents housing placements and preventions for SHS priority population B.

Population B Report	This Quarter		Year to Date	
	#	%	#	%
Population B: Total <b>people</b> placed into permanent housing/preventions	877		3,091	
Population B: Total <b>households</b> placed into permanent housing/preventions	465		1,390	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	12	1.4%	32	1.0%
Black, African American or African	89	10.1%	329	10.6%
Hispanic or Latin(a)(o)(x)	165	18.8%	617	20.0%
American Indian, Alaska Native or Indigenous	32	3.6%	103	3.3%
Native Hawaiian or Pacific Islander	12	1.4%	83	2.7%
White	661	75.4%	2,237	72.4%
(Subset of White): Non-Hispanic White	368	42.0%	1,253	40.5%
Client Doesn't Know	3	0.3%	17	0.5%
Client Refused	11	1.3%	31	1.0%
Data Not Collected	26	3.0%	39	1.3%
<b>Disability status<sup>8</sup></b>				
	#	%	#	%
Persons with disabilities	299	34.1%	1,002	32.4%
Persons without disabilities	537	61.2%	1,938	62.7%

<sup>7</sup> Gender data for Q4 reported at head of household level for some services due to reporting discrepancies.

<sup>8</sup> Disability status values will not sum to 100% of total Population B people served due to limited data availability.

Disability unreported	16	1.8%	32	1.0%
<b>Gender identity<sup>9</sup></b>				
	#	%	#	%
Male	350	39.9%	1,181	38.2%
Female	469	53.5%	1,752	56.7%
A gender that is not singularly 'Male' or 'Female'	3	0.3%	6	0.2%
Transgender	1	0.1%	3	0.1%
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	6	0.7%	6	1.0%
Data not collected	24	2.7%	26	0.8%

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided above on Population A/B.*

**N/A.**

## **Section 2.D Other Data: Non-Housing Numeric Goals**

This section shows progress to quantitative goals set in county annual work plans. Housing placement and prevention progress are already included in the above tables. This section includes goals such as shelter beds and outreach contacts and other quantitative goals that should be reported on a quarterly basis. This data in this section may differ county to county, and will differ year to year, as it aligns with goals set in county annual work plans.

***Instructions: Please complete the tables below, as applicable to your annual work plans:***

**All counties please complete the table below:**

<b>Goal Type</b>	<b>Your FY 22-23 Goal</b>	<b>Progress this Quarter</b>	<b>Progress YTD</b>
<b>Total Supported Shelter Units</b>	<b>155</b>	<b>49</b>	<b>210</b>

**If applicable for quarterly reporting, other goals from your work plan, if applicable (e.g. people served in outreach, other quantitative goals)**

**Not applicable.**

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<sup>9</sup> Gender data for Q4 reported at head of household level for some services due to reporting discrepancies.

### Section 3. Financial reporting

*Please complete the quarterly financial report and include the completed financial report to this quarterly report, as an attachment.*

Metro Supportive Housing Services  
 Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)  
 Clackamas County  
 FY 2023-2024: Q4

**Financial Report (by Program Category)** COMPLETE THE SECTION BELOW EVERY QUARTER. UPDATE AS NEEDED FOR THE ANNUAL REPORT.

	Annual Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Total YTD Actuals	Variance Under / (Over)	% of Budget	Comments
<b>Metro SHS Resources</b>									
Beginning Fund Balance	58,623,269	92,701,597				92,701,597	(34,078,328)	158%	<i>Counties will provide details and context on any unbudgeted amounts in Beginning Fund Balance in the narrative of their report, including the current plan and timeline for budgeting and spending it.</i>
Metro SHS Program Funds	45,275,392	3,685,104	15,453,043	12,288,233	34,661,280	66,087,660	(20,812,268)	146%	
Interest Earnings	100,000	640,090	867,267	615,679	1,089,870	3,212,906	(3,112,906)	3213%	
<i>insert add'l lines as necessary</i>								N/A	
<b>Total Metro SHS Resources</b>	<b>103,998,661</b>	<b>97,026,791</b>	<b>16,320,310</b>	<b>12,903,913</b>	<b>35,751,150</b>	<b>162,002,163</b>	<b>(58,003,502)</b>	<b>156%</b>	
<b>Metro SHS Requirements</b>									
<b>Program Costs</b>									
<b>Activity Costs</b>									
<b>Shelter, Outreach and Safety on/off the Street</b> (emergency shelter, outreach services and supplies, hygiene programs)	11,494,940	655,282	2,474,097	1,798,122	3,966,825	8,894,326	2,600,614	77%	Mobile and site-based outreach services, some of which are culturally specific. Non-congregate site-based and scattered site shelters. Includes some specialized shelters serving families, DV survivors, and Latinx populations.
<b>Short-term Housing Assistance</b> (rent assistance and services, e.g. rapid rehousing, short-term rent assistance, housing retention)	9,192,365	1,359,601	1,317,492	2,281,031	2,672,464	7,630,588	1,561,777	83%	Short-term rent assistance administered by service providers and the county, resident services for affordable housing developments, eviction prevention for Housing Authority owned/managed properties, and rapid rehousing for both adults and youth.
<b>Permanent supportive housing services</b> (wrap-around services for PSH)	11,191,087	318,238	1,956,756	1,802,905	5,315,519	9,393,417	1,797,669	84%	Housing navigation/placement and supportive housing case management services for moving households into PSH and ensuring they remain stably housed. Includes several culturally specific providers.
<b>Long-term Rent Assistance</b> (RLRA, the rent assistance portion of PSH)	11,773,632	2,419,149	2,926,073	3,275,817	4,526,645	13,147,684	(1,374,052)	112%	All non-administrative costs for the RLRA program which include rental and utility payment assistance, personnel, and other miscellaneous program operation expenses.
<b>Systems Infrastructure</b> (service provider capacity building and organizational health, system development, etc)	2,748,154	784,986	1,050,767	904,174	1,834,764	4,574,691	(1,826,537)	166%	Capacity building for service providers with an emphasis on grassroots and culturally specific organizations, technical assistance for service providers, HMIS and coordinated housing access personnel and infrastructure support.
<b>Built Infrastructure</b> (property purchases, capital improvement projects, etc)	12,250,000	6,900	4,359,563	875,528	195,433	5,437,423	6,812,577	44%	Investments into the construction and improvement of new shelter and a site to support the coordination and delivery of all housing services.
<b>Other supportive services</b> (employment, benefits)	611,797	39,952	29,097	27,551	517,427	614,027	(2,230)	100%	Social security benefits recovery and case managers assisting housing insecure households who require significant behavioral health support.
<b>SHS Program Operations</b>	1,164,395	159,563	211,206	225,197	530,064	1,126,031	38,364	97%	Personnel who directly support contracted service providers via training and technical assistance and miscellaneous operating costs that support service delivery.
<b>Carryover Balance</b>	20,126,982								Includes \$20,126,982 beginning fund balance (carryover) planned to support limited-term investments in the carryover plan for years beyond FY 2023-24.
<b>Subtotal Activity Costs</b>	<b>60,426,369</b>	<b>5,743,671</b>	<b>14,325,052</b>	<b>11,190,325</b>	<b>19,559,140</b>	<b>50,818,188</b>	<b>9,608,181</b>	<b>84%</b>	
<b>Administrative Costs<sup>(1)</sup></b>									
County Admin: Long-term Rent Assistance	1,308,181	102,053	116,445	146,088	192,567	557,152	751,029	43%	<i>Service Provider Administrative Costs are reported as part of Program Costs above. Counties will provide details and context for Service Provider Administrative Costs within the narrative of their Annual Program Report.</i> Administrative Costs for long-term rent assistance equals 4% of Partner's YTD expenses on long-term rent assistance. Administrative Costs for Other Program Costs equals 7% of total YTD Other Program Costs.
County Admin: Other	4,222,379	307,524	488,518	457,647	1,537,662	2,791,351	1,431,028	65%	
<b>Subtotal Administrative Costs</b>	<b>5,530,560</b>	<b>409,577</b>	<b>604,963</b>	<b>603,735</b>	<b>1,730,229</b>	<b>3,348,504</b>	<b>2,182,057</b>	<b>61%</b>	
<b>Other Costs</b>									
Regional Strategy Implementation Fund <sup>(2)</sup>	6,595,902	-	24,401	6,189	107,684	138,274	6,457,628	2%	<i>Per IGA Section 8.3.3 REGIONAL STRATEGY IMPLEMENTATION FUND, each County must contribute not less than 5% of its share of Program Funds each Fiscal Year to a Regional Strategy Implementation Fund to achieve regional investment strategies.</i>
<i>insert add'l lines as necessary</i>								N/A	
<b>Subtotal Other Costs</b>	<b>6,595,902</b>	<b>-</b>	<b>24,401</b>	<b>6,189</b>	<b>107,684</b>	<b>138,274</b>	<b>6,457,628</b>	<b>2%</b>	
<b>Subtotal Program Costs</b>	<b>72,552,831</b>	<b>6,153,248</b>	<b>14,954,416</b>	<b>11,800,249</b>	<b>21,397,052</b>	<b>54,304,966</b>	<b>18,247,866</b>	<b>75%</b>	
Contingency <sup>(3)</sup>	2,263,770						2,263,770	0%	<i>Per IGA Section 5.5.4 CONTINGENCY, partner may establish a contingency account in addition to a Stabilization Reserve. The contingency account will not exceed 5% of Budgeted Program Funds in a given Fiscal Year.</i>
Stabilization Reserve <sup>(4)</sup>	9,055,078						9,055,078	0%	
Regional Strategy Impl Fund Reserve <sup>(2)</sup>								N/A	
RLRA Reserves								N/A	
Other Programmatic Reserves								N/A	
<i>insert add'l lines as necessary</i>								N/A	
<b>Subtotal Contingency and Reserves</b>	<b>11,318,848</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,318,848</b>	<b>0%</b>	
<b>Total Metro SHS Requirements</b>	<b>83,871,679</b>	<b>6,153,248</b>	<b>14,954,416</b>	<b>11,800,249</b>	<b>21,397,052</b>	<b>54,304,966</b>	<b>29,566,714</b>	<b>65%</b>	
<b>Ending Fund Balance</b>	<b>20,126,982</b>	<b>90,873,543</b>	<b>1,365,894</b>	<b>1,103,664</b>	<b>14,354,098</b>	<b>107,697,198</b>	<b>(87,570,216)</b>		

<sup>(1)</sup> Per IGA Section 3.4.2 ADMINISTRATIVE COSTS, Metro recommends, but does not require, that in a given Fiscal Year Administrative Costs for SHS should not exceed 5% of annual Program Funds allocated to Partner; and that Administrative Costs for administering long-term rent assistance programs should not exceed 10% of annual Program Funds allocated by Partner for long-term rent assistance.

<sup>(2)</sup> Per IGA Section 8.3.3 REGIONAL STRATEGY IMPLEMENTATION FUND, each County must contribute not less than 5% of its share of Program Funds each Fiscal Year to a Regional Strategy Implementation Fund to achieve regional investment strategies.

<sup>(3)</sup> Per IGA Section 5.5.4 CONTINGENCY, partner may establish a contingency account in addition to a Stabilization Reserve. The contingency account will not exceed 5% of Budgeted Program Funds in a given Fiscal Year.

<sup>(4)</sup> Per IGA Section 5.5.3 PARTNER STABILIZATION RESERVE, partner will establish and hold a Stabilization Reserve to protect against financial instability within the SHS program with a target minimum reserve level will be equal to 10% of Partner's Budgeted Program Funds in a given Fiscal Year. The Stabilization Reserve for each County will be fully funded within the first three years.



Metro Supportive Housing Services

Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)

Clackamas County

FY 2023-2024: Q4

**Spend-Down Report for Program Costs**

This section compares the spending plan of Program Costs in the Annual Program Budget to actual Program Costs in the Financial Report.

Program Costs (excluding Built Infrastructure)	% of Spending per Quarter			Comments
	Budget	Actual	Variance	
Quarter 1	10%	10%	0%	Explain any material deviations from the Spend-Down Plan, or any changes that were made to the initial Spend-Down Plan. <sup>[1]</sup>
Quarter 2	13%	18%	-5%	
Quarter 3	18%	18%	-1%	
Quarter 4	25%	35%	-10%	
Total	65%	81%	-16%	

Built Infrastructure	\$ Spending YTD			Comments
	Budget	Actual	Variance	
Annual total:	12,250,000	5,437,423	6,812,577	Provide a status update for below. (required each quarter)

<sup>[1]</sup> A "material deviation" arises when the Program Funds spent in a given Fiscal Year cannot be reconciled against the spend-down plan to the degree that no reasonable person would conclude that Partner's spending was guided by or in conformance with the applicable spend-down plan.

**Spend-Down Report for Carryover**

This section compares the spending plan of investment areas funded by carryover to actual costs.

These costs are also part of the Spend-Down Report for Program Costs above. This section provides additional detail and a progress update on these investment areas.

Carryover Spend-down Plan	\$ Spending by investment area			Comments
	Budget	Actual <sup>[2]</sup>	Variance	
Beginning Fund Balance (carryover balance)	58,623,269	92,701,597	(34,078,328)	Provide a status update for each line below. (required each quarter)
<b>Describe investment area</b>				
Contingency	2,263,770		2,263,770	The carryover balance is funding approximately 66% of the county's regional strategies investments.
Stabilization Reserves	9,055,078		9,055,078	
Regional Strategies Implementation Fund	4,332,132	91,261	4,240,871	YTD expenditures have primarily funded investments into service provider capacity building, internal communications support, homeless services advisory body support and expanded outreach contracts. These expanded outreach contracts received an average temporary increase of 26% funded by the carryover balance.
Expanding Capacity	4,070,857	2,724,151	1,346,706	
Upstream Investments	1,225,000	524,862	700,138	YTD expenditures funded a new eviction prevention pilot program done in collaboration with county Resolution Services staff to provide mediation services between landlords and tenants and a community paramedic pilot in collaboration with the county's Public Health Division.
Short-term Rent Assistance	5,000,000	5,265,656	(265,656)	YTD expenditures funded a short-term rental assistance program managed by the county's Social Services Division.
Capital Needs	6,750,000	5,437,423	1,312,577	YTD expenditures funded preliminary work at the future site of the Clackamas Village transitional shelter and the construction phase of the recently approved service-enriched resource center in Downtown Oregon City.
	32,696,837	14,043,352	18,653,485	
Remaining prior year carryover	25,926,432	78,658,245	(52,731,813)	
Estimated current year carryover	33,453,747	29,038,953	4,414,794	
Ending Fund Balance (carryover balance)	59,380,179	107,697,198	(48,317,019)	

<sup>[2]</sup> If the actual costs for any carryover investment areas are not tracked separately from existing program categories, use the Comments section to describe the methodology for determining the proportion of actual costs covered by carryover. For example: if service providers received a 25% increase in annual contracts for capacity building, and the costs are not tracked separately, the capacity building portion could be estimated as 20% of total actual costs (the % of the new contract amount that is related to the increase).