

**SUPPORTIVE HOUSING SERVICES QUARTERLY REPORT**

**SUBMITTED BY (COUNTY): CLACKAMAS**

**FISCAL YEAR: 2023-2024**

**QUARTER: FIRST**

*SUPPORTIVE HOUSING SERVICES*

*QUARTERLY REPORT*

*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

## Section 1. Progress narrative

### Executive Summary

This quarter Clackamas County continued to significantly expand its continuum of housing and homeless services. The county both expanded existing and launched new services: doubled the capacity of a culturally specific shelter program; added capacity to place 362 new households in permanent supportive housing; and launched the county's first large-scale SHS-funded rapid rehousing programs with capacity to place 110 households into housing annually. These new rapid rehousing programs were able to successfully launch within just weeks of their contracts being signed, already placing 150 people (57 households) into permanent housing in just the first quarter. Staff also completed a new procurement for service-enriched resource centers which will be one-stop centers with consolidated services where people experiencing homelessness or housing insecurity can visit to receive essential supplies such as food or clothing and be connected with housing services.

Spending has also continued to increase as the services launched through FY 22-23 are all fully implemented and new services continue to come online. First quarter spending of FY 23-24 is 340% higher than first quarter spending of FY 22-23. This significant increase in spending year over year is a result of the county's housing services system growing faster and larger than at any point in county history as SHS-funded services are rolled out to help our most vulnerable neighbors.

### New Investments in Services

#### Housing for Survivors of Violence

**Northwest Family Services** operates **Casa Esperanza**, a culturally specific emergency shelter for female-identifying Latina(x) survivors of domestic violence, sexual assault, and sex trafficking, and their family members. Casa Esperanza also utilizes local motels to provide shelter and safety off the streets for large families or households for whom a non-congregate motel-based shelter is more appropriate. All program participants are moved into safe, stable, and permanent housing within an average of 45 days. This quarter the county expanded its partnership with Northwest Family Services to increase Casa Esperanza's capability to provide **shelter and safety off the streets** from 55 households to **100 households annually**. Additional funding was also allocated for necessary and long overdue repairs and improvements for Casa Esperanza's building, utilities, and security system to support its long-term and sustainable operation in our community for years to come.

**Clackamas Women's Services** has nearly 40 years of experience providing services to Clackamas County residents. Their organization offers various trauma-informed, wrap-around services for those escaping interpersonal violence. Their contract was amended to add additional SHS funding to increase their **PSH support** for supportive housing case management from 113 households to **150 households**. Their contract amendment also adds a host of new rapid rehousing services funded by both SHS funds and funds from Governor Kotek's Homelessness Emergency Executive Order 23-02 (EO 23-02). SHS funds will

support **rapid rehousing for approximately 50 households in urban Clackamas County** per year and EO 23-02 funds will support rapid rehousing for approximately **130 households in rural Clackamas County** per year.

### Youth

This quarter the county expanded its partnership with **Northwest Family Services** to launch a series of new programs for supporting unaccompanied youth experiencing homelessness. These new programs will transition youth experiencing homelessness into shelter and then permanent housing with either short-term rent assistance until they can stabilize or long-term rent assistance with case management to provide permanent supportive housing. The **new youth emergency shelter program** will serve approximately **64 youth households** annually, all of whom will be moved into permanent housing. The new **rapid rehousing** program will house approximately **20 youth households** annually and the new **permanent supportive housing** program will house approximately **50 youth households** annually.

### Rapid Rehousing

Clackamas County launched its first large-scale SHS-funded rapid rehousing services this quarter. **Northwest Housing Alternatives**, in addition to the Clackamas Women's Services' rapid rehousing program for survivors of violence and Northwest Family Services' youth rapid rehousing program previously described, have **collectively** added capacity to **house at least 110 imminently or recently homeless families annually**. Rapid rehousing is designed to assist people on the verge of homelessness and those who have recently become homeless. Key components include housing search assistance, case management, and short-term rental assistance to help households move into permanent housing. All three programs were able to quickly launch and begin housing our vulnerable neighbors immediately; **in just their first quarter of operation they have already housed 57 families**.

In addition to these SHS-funded programs, the county also expanded its partnership with **The Father's Heart Street Ministry** to launch a new rapid rehousing program in **rural Clackamas County** with capacity to house at least **30 imminently or recently homeless families** per year.

### Permanent Supportive Housing

Three new tenant-based, permanent supportive housing (PSH) programs for the general population were launched in the first quarter to serve a total of 275 additional households. In tenant-based PSH, rental subsidy is attached to the family, rather than a particular address, and the family receives supportive housing case management to invest in their housing stability. These two new programs will be operated by Northwest Housing Alternatives, Northwest Family Services and The Father's Heart Street Ministry. Supportive housing case management includes weekly check-ins, assessment of housing barriers, needs, and preferences, support and flexible funds to address immediate housing barriers, housing search assistance, landlord engagement, housing application assistance, and support with moving assistance, securing furniture, application fees, and other non-rent move-in costs.

These two new programs, combined with the additional PSH capacity for youth and survivors of violence (see above Survivors of Violence and Youth sections) also launched in the first quarter, **increases the county's total PSH capacity by 362 households**. Standing up this new capacity early in the fiscal year was prioritized in order to sustain the continued expansion of the county's Regional Long-term Rent Assistance program which is set to expand by an additional 360 households this fiscal year.

### **Outreach**

This quarter the county also expanded the capacity of its coordinated outreach and safety on the streets system by expanding its partnership with The Father's Heart Street Ministry and **LoveOne**. The Father's Heart's LoveOne Outreach program operates laundry events, mobile showers, food pantries, direct staff outreach and engagement on the streets and in encampments, and rapid rehousing interventions. The increased investment of SHS-funding expands their capacity to contact and assist at least 350 households within Metro's jurisdictional boundary per year.

The county leveraged the partnership between The Father's Heart Street Ministry and LoveOne, which was made possible through SHS funding, to roll-out new rural outreach services funded through the Governor's Homelessness Emergency Executive Order 23-02. The Father's Heart and LoveOne will expand their partnership to include **AntFarm** to launch new outreach, engagement, and wrap around supports to individuals experiencing homelessness or at risk of homelessness in the rural areas of Clackamas County.

## **System Improvements & Capacity Building**

### **Expanded Coordinated Housing Access Capacity**

This quarter Clackamas County contracted with **211 INFO** for a pilot program to assist in answering the **Coordinated Housing Access (CHA)** hotline, a personalized free service for those experiencing a housing crisis. CHA is the entry point through which individuals can access emergency, transitional, and permanent housing referrals, as well as resources to prevent loss of housing. Prior to SHS funding, the CHA hotline had a backlog of individuals in need of housing assessments, a prerequisite to referral and receipt of services. Over the last year SHS funding supported a significant increase in CHA staff which cleared a backlog of 1,800 calls. Now, the 211 pilot program has expanded CHA's capacity even further, allowing the hotline to answer live calls daily, from 8am to 8pm, including weekends and holidays. **211 Staff have already completed 1,502 calls and the average call wait time is down to just two minutes.**

### **Technical Assistance for Service Providers**

Clackamas County's homeless services system of care has grown larger and faster than ever before in county history due to the influx of SHS funding. To support the system's growth and development, this quarter the county contracted with **Insight for Action, Advanced Technology Communications, Inhance,**

and **Social Finance** to provide external technical assistance support services to our service providers in project and process management, coaching, technology, and file management that complement and enhance organizational performance. Key areas of organizational development and capacity building include human resources, fiscal business services, strategic planning, program design and implementation, and policies and procedures. Each of the technical assistance providers will directly engage with the county's contracted service providers to gather information, identify gaps and needs, then build new competencies, strategies, systems, and structures to promote organizational stability and effectiveness. Technical assistance is prioritized for grassroots and culturally specific providers first to help them become robust and enduring organizations to serve Clackamas County for years to come.

### **Service-Enriched Resource Centers**

This quarter Clackamas County opened and completed a procurement for the creation of new service-enriched resource centers. These centers are safe, welcoming, and supportive spaces where people can get connected with permanent housing opportunities; access supportive services to address housing barriers; and can enroll in public benefits. The Homeless Solutions of Clackamas County (HSCCC) was awarded \$10 million for the acquisition and construction of a resource center in Oregon City. HSCCC will convert a former fiberglass warehouse into a resource center with the capacity to serve hundreds of individuals daily with on-site service providers such as The Father's Heart Street Ministry and LoveOne, as well as on-site resources such as Coordinated Housing Access, expungement services, identification recovery, meals, medical services, clothing, job training, mental health and substance use treatment resources, and more. HSCCC's center is expected to open in 2025.

In addition to HSCCC's resource center in Oregon City, the county will also leverage other funding sources to partner with AntFarm to expand opportunities to connect with resources in rural Clackamas County. The county remains committed to addressing the historical geographic inequity which has existed in housing services through a repositioning of available federal, state, and local resources to address unmet needs in rural Clackamas County, a repositioning made possible by SHS funding.

### **SHS Funding in Action: Housing Retention and Eviction Intervention**

The Housing Authority of Clackamas County's (HACC) resident services team began a new series of de-clutter workshops, welcoming brave public housing residents who were engaged, curious, and supportive of each other. HACC's resident services team are SHS-funded staff who support several hundred public housing residents with eviction prevention and other supportive services.

During their first session of the workshop, discussion topics included trauma, generational poverty, and thinking patterns as products of generational trauma and/or a single traumatic life event. Discussion flowed to mental health conditions, such as anxiety, organizational processing challenges, and chronic pain management. Upcoming workshop sessions will review strategies to stay organized, motivated, goal-oriented, and accountable to the shared goal of managing the home and belongings in a way that reduces stress and regains control of feelings of safety, wellness, and the enjoyment of being home and safely housed.

More than half of the workshop participants have received housekeeping lease violations in the past. The workshop sessions provide not just a tangible system to stay organized but supportive relationships between participants and neighbors with similar challenges.



*A De-clutter Workshop Graphic*

## 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. **The below tables only report outcomes funded by the supportive housing services measure and are not reflective of county-wide housing and homeless services outcomes.**

## 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>	209			
<b>Total households</b>	117			
<b>Race &amp; Ethnicity<sup>1</sup></b>				
Asian or Asian American	4	1.9%		
Black, African American or African	8	3.8%		
Hispanic or Latin(a)(o)(x)	9	4.3%		
American Indian, Alaska Native or Indigenous	1	0.5%		
Native Hawaiian or Pacific Islander	3	1.4%		
White	99	47.4%		
Non-Hispanic White (subset of White category)	92	43.9%		
Client Doesn't Know	--	--		
Client Refused	--	--		
Data Not Collected	--	--		
<b>Disability status<sup>2</sup></b>				
	#	%	#	%
Persons with disabilities	96	45.9%		
Persons without disabilities	21	10.1%		
Disability unreported	--	--		
<b>Gender identity<sup>3</sup></b>				
	#	%	#	%
Male	39	18.7%		
Female	78	37.3%		
A gender that is not singularly 'Male' or 'Female'	--	--		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	--	--		
Client refused	--	--		

<sup>1</sup> Race and Ethnicity data will not sum to 100% for this and subsequent tables as participants could select multiple categories.

<sup>2</sup> Disability values for Q1 reported at head of household level (n=117) only due to available data

<sup>3</sup> Gender values for Q1 reported at head of household level (n=117) only due to available data.

Data not collected	--	--		
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*\*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>	150			
<b>Total households</b>	57			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	3	2.0%		
Black, African American or African	5	3.3%		
Hispanic or Latin(a)(o)(x)	41	27.3%		
American Indian, Alaska Native or Indigenous	7	4.7%		
Native Hawaiian or Pacific Islander	12	8.0%		
White	110	73.3%		
Non-Hispanic White (subset of White category)	100	66.7%		
Client Doesn't Know	--	--		
Client Refused	1	0.7%		
Data Not Collected	5	3.3%		
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	62	41.3%		
Persons without disabilities	80	53.3%		
Disability unreported	8	5.3%		
<b>Gender identity</b>				
	#	%	#	%
Male	38	25.3%		
Female	112	74.7%		
A gender that is not singularly 'Male' or 'Female'	--	--		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	--	--		
Client refused	--	--		
Data not collected	--	--		

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

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

Not applicable. This quarter Clackamas County did not use SHS funding to fund other permanent housing programs.

***Eviction and Homelessness Prevention***

# of preventions	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	684	--		
<b>Total households</b>	294	--		
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	7	1.0%		
Black, African American or African	76	11.1%		
Hispanic or Latin(a)(o)(x)	150	21.9%		
American Indian, Alaska Native or Indigenous	18	2.6%		
Native Hawaiian or Pacific Islander	10	1.5%		
White	482	70.5%		
Non-Hispanic White (subset of White category)	197	28.8%		
Client Doesn't Know	10	1.5%		
Client Refused	20	2.9%		
Data Not Collected	1	0.2%		
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	197	28.8%		
Persons without disabilities	487	71.2%		
Disability unreported	--	--		
<b>Gender identity</b>				
	#	%	#	%
Male	265	38.7%		
Female	417	60.8%		
A gender that is not singularly 'Male' or 'Female'	2	0.3%		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	--	--		
Client refused	--	--		
Data not collected	--	--		

## 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 leased up** during the quarter and year to date.

Regional Long-term Rent Assistance Quarterly Program Data	This Quarter		Year to Date	
	#	%	#	%
Number of RLRA vouchers issued during reporting period	112			
Number of people newly leased up during reporting period	169			
Number of households newly leased up during reporting period	100			
Number of people in housing using an RLRA voucher during reporting period	844			
Number of households in housing using an RLRA voucher during reporting period	506			
<b>Race &amp; Ethnicity<sup>4</sup></b>				
Asian or Asian American	8	1.6%		
Black, African American or African	53	10.5%		
Hispanic or Latin(a)(o)(x)	49	9.7%		
American Indian, Alaska Native or Indigenous	26	5.1%		
Native Hawaiian or Pacific Islander	7	1.4%		
White	431	85.2%		
Non-Hispanic White (subset of White category)	374	73.9%		
Client Doesn't Know	--	--		
Client Refused	--	--		
Data Not Collected	--	--		
<b>Disability status<sup>5</sup></b>				
	#	%	#	%
Persons with disabilities	412	81.4%		
Persons without disabilities	94	18.6%		
Disability unreported	--	--		

<sup>4</sup> Race and ethnicity data at head of household level.

<sup>5</sup> Disability status data available at head of household level.

Gender identity <sup>6</sup>				
	#	%	#	%
Male	208	41.1%		
Female	295	58.3%		
A gender that is not singularly 'Male' or 'Female'	1	0.2%		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	1	0.2%		
Client refused	2	0.4%		
Data not collected	1	0.2%		

*\*Number of households leased up during reporting period: this is the households who leased up for the first time under the RLRA program during the reporting period.*

### 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	802			
Population A: Total <b>households</b> placed into permanent housing/preventions	379			
Race & Ethnicity				
Asian or Asian American	13	1.6%		
Black, African American or African	86	10.7%		
Hispanic or Latin(a)(o)(x)	158	19.7%		
American Indian, Alaska Native or Indigenous	20	2.5%		
Native Hawaiian or Pacific Islander	23	2.9%		
White	572	71.3%		
(Subset of White): Non-Hispanic White	335	41.7%		
Client Doesn't Know	8	1.0%		
Client Refused	16	2.0%		
Data Not Collected	5	0.6%		
Disability status <sup>7</sup>				
	#	%	#	%

<sup>6</sup> Gender data reported at head of household level only due to reporting discrepancies.

<sup>7</sup> Disability status values will not sum to 100% of total Population A people served due to limited data availability.

Persons with disabilities	278	34.7%		
Persons without disabilities	452	56.4%		
Disability unreported	6	0.7%		
<b>Gender identity<sup>8</sup></b>				
	#	%	#	%
Male	260	32.4%		
Female	473	59.0%		
A gender that is not singularly 'Male' or 'Female'	2	0.2%		
Transgender	--	--		
Questioning	1	0.1%		
Client doesn't know	--	--		
Client refused	--	--		
Data not collected	--	--		

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	241			
Population B: Total <b>households</b> placed into permanent housing/preventions	89			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	4	1.7%		
Black, African American or African	23	9.5%		
Hispanic or Latin(a)(o)(x)	47	19.4%		
American Indian, Alaska Native or Indigenous	6	2.5%		
Native Hawaiian or Pacific Islander	5	2.1%		
White	173	71.7%		
(Subset of White): Non-Hispanic White	103	42.7%		
Client Doesn't Know	2	0.8%		
Client Refused	5	2.1%		
Data Not Collected	1	0.4%		
<b>Disability status<sup>9</sup></b>				
	#	%	#	%

<sup>8</sup> Gender identity values will not sum to 100% of total Population A people served due to limited data availability.

<sup>9</sup> Disability status values will not sum to 100% of total Population B people served due to limited data availability.

Persons with disabilities	76	31.5%		
Persons without disabilities	137	56.9%		
Disability unreported	2	0.8%		
<b>Gender identity<sup>10</sup></b>				
	#	%	#	%
Male	81	33.5%		
Female	134	55.6%		
A gender that is not singularly 'Male' or 'Female'	--	--		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	--	--		
Client refused	--	--		
Data not collected	--	--		

## 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:**

Goal Type	Your FY 23-24 Goal	Progress this Quarter	Progress YTD
<b>Total Supported Emergency/Transitional Shelter Units</b>	<b>155 units</b>	<b>10 Units</b>	<b>150 Units</b>

## Section 3. Financial reporting

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

<sup>10</sup> Gender identity values will not sum to 100% of total Population B people served due to limited data availability.

Yellow Cell = County to fill in

Blue Cell = Formula calculation

**Due Date:** The Quarterly Progress Report is due to Metro within 45 days after the end of each quarter (IGA 7.1.2). The Annual Program Report is due no later than October 31 of each year (IGA 7.1.1).

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: Q1

**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	92,701,878				92,701,878	(34,078,609)	158%	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.
Metro SHS Program Funds	45,275,392	3,685,104				3,685,104	41,590,288	8%	
Interest Earnings	100,000					-	100,000	0%	
<b>Total Metro SHS Resources</b>	<b>103,998,661</b>	<b>96,386,982</b>	-	-	-	<b>96,386,982</b>	<b>7,611,679</b>	<b>93%</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	654,732				654,732	10,840,208	6%	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 latinas.
<b>Short-term Housing Assistance</b> (rent assistance and services, e.g. rapid rehousing, short-term rent assistance, housing retention)	9,192,365	1,401,130				1,401,130	7,791,234	15%	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	312,882				312,882	10,878,204	3%	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				2,419,149	9,354,482	21%	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	704,793				704,793	2,043,361	26%	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				6,900	12,243,100	0%	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	-				-	611,797	0%	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				159,563	1,004,832	14%	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	-				-	20,126,982	0%	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>80,553,351</b>	<b>5,659,150</b>	-	-	-	<b>5,659,150</b>	<b>74,894,201</b>	<b>7%</b>	
<b>Administrative Costs <sup>[1]</sup></b>									
County Admin: Long-term Rent Assistance	1,308,181	102,053				102,053	1,206,128	8%	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 9% of total YTD Other Program Costs.
County Admin: Other	4,222,379	307,103				307,103	3,915,276	7%	
<b>Subtotal Administrative Costs</b>	<b>5,530,560</b>	<b>409,156</b>	-	-	-	<b>409,156</b>	<b>5,121,404</b>	<b>7%</b>	
<b>Other Costs</b>									
Regional Strategy Implementation Fund <sup>[2]</sup>	6,595,902	-				-	6,595,902	0%	
<b>Subtotal Other Costs</b>	<b>6,595,902</b>	<b>-</b>	-	-	-	<b>-</b>	<b>6,595,902</b>	<b>0%</b>	
<b>Subtotal Program Costs</b>	<b>92,679,813</b>	<b>6,068,306</b>	-	-	-	<b>6,068,306</b>	<b>86,611,507</b>	<b>7%</b>	
Contingency <sup>[3]</sup>	2,263,770					-	2,263,770	0%	
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	
<b>Subtotal Contingency and Reserves</b>	<b>11,318,848</b>	<b>-</b>	-	-	-	<b>-</b>	<b>11,318,848</b>	<b>0%</b>	
<b>Total Metro SHS Requirements</b>	<b>103,998,661</b>	<b>6,068,306</b>	-	-	-	<b>6,068,306</b>	<b>97,930,355</b>	<b>6%</b>	
<b>Ending Fund Balance</b>	<b>(0)</b>	<b>90,318,676</b>	-	-	-	<b>90,318,676</b>	<b>(90,318,676)</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.

Yellow Cell = County to fill in

Blue Cell = Formula calculation

**Due Date:** The Quarterly Progress Report is due to Metro within 45 days after the end of each quarter (IGA 7.1.2). The Annual Program Report is due no later than October 31 of each year (IGA 7.1.1).

**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: Q1

**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.

% of Spending per Quarter				Comments
	Budget	Actual	Variance	
<b>Program Costs (excluding Built Infrastructure)</b>				
Quarter 1	10%	8%	2%	The county currently uses a soft-period close, Quarter 1 actuals will be updated in the Quarter 2 report.
Quarter 2	13%	0%	13%	
Quarter 3	18%	0%	18%	
Quarter 4	25%	0%	25%	
Total	65%	8%	57%	
<i>Explain any material deviations from the Spend-Down Plan, or any changes that were made to the initial Spend-Down Plan. <sup>[1]</sup></i>				
				<b>Comments</b>
<b>Built Infrastructure</b>				<i>Provide a status update for below. (required each quarter)</i>
<b>\$ Spending YTD</b>				
	Budget	Actual	Variance	
Annual total	12,250,000	6,900	12,243,100	Clackamas County has begun preliminary work on the new Clackamas Village transitional shelter site. Built infrastructure expenditures are expected to significantly increase in the second 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.

\$ Spending by investment area				Comments
	Budget	Actual <sup>[2]</sup>	Variance	
<b>Carryover Spend-down Plan</b>				<i>Provide a status update for each line below. (required each quarter)</i>
Beginning Fund Balance (carryover balance)	58,623,269	92,701,878	(34,078,609)	
<b>Describe investment area</b>				
Contingency	2,263,770	-	2,263,770	
Stabilization Reserves	9,055,078	-	9,055,078	
Regional Strategies Implementation Fund	4,332,132	-	4,332,132	The carryover balance is funding approximately 66% of the county's regional strategies investments.
Expanding Capacity	4,070,857	668,071	3,402,786	This category is a combination of time-limited investments that are tracked separately and expanded contracts/expenses which the carryover balance funds approximately 20-26% of. Quarter one expenditures primarily funded investments into service provider capacity building, Coordinated Housing Access list cleanup, and expanded outreach contracts.
Upstream Investments	1,225,000	46,886	1,178,114	Quarter one expenses funded a new eviction prevention pilot program done in collaboration with county Resolution Services staff to provide mediation services between landlords and tenants.
Short-term Rent Assistance	5,000,000	1,213,181	3,786,819	Quarter one expenses funded a short-term rental assistance program managed by the county's Social Services Division.
Capital Needs	6,750,000	6,900	6,743,100	Quarter one expenses funded preliminary work at the future site of the Clackamas Village transitional shelter.
	32,696,837	1,935,038	30,761,799	
Remaining prior year carryover	25,926,432	90,766,840	(64,840,408)	
Estimated current year carryover	33,453,747	34,078,609	(624,862)	
Ending Fund Balance (carryover balance)	59,380,179	124,845,449	(65,465,270)	

<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).