

**FAQ, Clarification & Correction Addendum to Notice of Funding Opportunity (NOFO):  
Emergency Shelter Services to Un-Housed Individuals  
in Clackamas County 2019-2020 & 2020-2021**

**Includes questions received by email and at Shelter NOFO meeting held on September 4, 2019**

**Clarification:** This NOFO includes both emergency shelter and winter shelter services. A winter shelter is open 24 hours per day during the winter season regardless of weather conditions. A separate NOFO for warming centers, which only open overnight during inclement weather, will be issued by Clackamas County in the near future (update: Warming Center and Warming Center Volunteer Coordination Services NOFO issued on September 9, 2019 at link: <https://www.clackamas.us/grants>)

**Clarification:** This NOFO is issued in partnership with Clackamas County Community Development. While ESG funds are already contracted out for the current fiscal year, this NOFO may be used to determine the distribution of ESG funds for the fiscal year beginning July 1, 2020.

**Clarification:** Shelter diversion includes elements of “housing problem solving” and can include discussing other housing options, such as staying with family or friends, with those seeking shelter to find out if there are any other safe options available.

**Question:** Can a culturally specific shelter apply?

**Answer:** Yes, if located within Clackamas County and if the shelter meets all other NOFO eligibility criteria.

**Question:** Can culturally specific shelters only serve people who identify with the specific culture the shelter is focusing on?

**Answer:** Clackamas County supports and understands the need for culturally specific programs within underserved communities. However, services must be offered in compliance with Fair Housing Laws. For more details please see <http://fhco.org/index.php/learning-resources/guides> “Guide for Homeless and Domestic Violence Shelters”.

### **Section 1.3**

**Question:** If someone has a friend or family member to stay with, is there an issue with them qualifying for permanent housing?

**Answer:** Not necessarily, but that is dependent on many factors and should not be an issue with the shelter services. Also note, if someone has friends or family they can safely stay with, they should do that. This preserves shelter beds for people with no safe alternative places to stay.

### **Section 1.4**

**Clarification:** The state funds (EHA) do require income verification.

**Question:** Is there a timeline to verify income?

**Answer:** Not specified in state rules. We will be able to negotiate a specific timeline. If you can't obtain the income information required, then the bed night(s) would not be eligible.

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**Section 1.5**

**Question:** How do we prioritize Clackamas County residents?

**Answer:** Self-report is sufficient.

**Question:** What if the person requesting shelter is from Portland?

**Answer:** Services should be prioritized to Clackamas County residents if at all possible, with the exception of persons fleeing domestic violence, sexual assault or human trafficking.

**Section 1.6**

**Clarification:** Regarding prioritizing vulnerable populations, if you have one bed open and two people, the person who has a higher level of vulnerability should be prioritized.

**Question:** Is there a vulnerability index or tool?

**Answer:** Within Coordinated Housing Access there is a tool. It is not required for shelter providers but recommended.

**Clarification:** We will not require a specific waiting list system, but providers with waiting lists should discuss their plan for managing that system.

**Section 1.7**

**Question:** Regarding the permanent housing outcome, will we be penalized if we don't achieve it?

**Answer:** We will evaluate all outcomes and, if some outcomes are not being met, we will assess in that context. Outputs will be negotiated with each provider.

**Section 2**

**Clarification:** The contracts will be retroactive to July 1, 2019 and will be in place until June 30, 2021. There may be up to two years of additional extensions granted.

**Section 4**

**Correction:** Shelters not currently in operation may be considered for funding even if proof (see sections 4.1 and 4.3) is pending if applicant provides a letter with an update on the status of fire marshal and other pending permits, including confirmation that the shelter will be open to guests by December 1, 2019.

**Clarification:** The shelter must be ADA accessible.

**Clarification:** You must submit a fire marshal statement verifying capacity with your application.

**Clarification:** We strongly recommend that your internal policy reflect the background check requirements as outlined in the DHS rules. The link to the rules is:

<https://www.oregon.gov/DHS/BUSINESS-SERVICES/CHC/Documents/Provider-BGC-rules-407-007-0200-to-407-007-0370-TEMP-effective%20date-2019-07-29-with-all-definitions.pdf>

**Clarification:** Winter shelters, similar to emergency shelters, can consider other models than facility based, such as motel vouchers. See Section 1.2

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**Question:** Can a past program participant serve as a reference?

**Answer:** References should be able to attest to organization capacity, such as ability to deliver services and manage funding. A testimonial from a participant will most likely not be successful at meeting that requirement.

**Question:** If I have 49 beds, can I apply for funding for 20?

**Answer:** Yes, you just can't apply for a greater number of beds than you actually have.

**Question:** Will there be an ESG NOFO for services other than emergency shelter?

**Answer:** Yes, there will be a separate ESG application process for other services.

**Clarification:** The reimbursement will be \$40 per person per night (not per household). Matching funds are not required.

**Section 6.4 a.**

**Correction:** 'June 20, 2021' should read 'June 30, 2021'