

September 21, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
 Clackamas County

Approval to apply for all internal and external Annual Continuum of Care Programs Grant from the US Department of Housing and Urban Development. Grant value is \$5,481,184 for one year. Funding is through the US Department of Housing and Urban Development, with a \$1,370,296 match funded Supportive Housing Services Measure funds, other funding sources, and \$107,455 in budgeted County General Funds.

Previous Board Action/Review	September 22, 2022 – Approval to apply for FY 2022 CoC funding September 19, 2023 – Item briefed at Issues		
Performance Clackamas	1. This funding aligns with H3S’s strategic priority of ensuring access to Safe, Stable Housing. 2. This funding aligns with the County’s strategic priority to ensure safe, healthy, and secure communities.		
Counsel Review	No	Procurement Review	No
Contact Person	Vahid Brown, HCDD Deputy Director	Contact Phone	(971) 334-9870

EXECUTIVE SUMMARY: On behalf of the Housing and Community Development Division (HCDD), Health, Housing & Human Services requests approval to apply for Continuum of Care (CoC) Funding from the US Department of Housing and Urban Development (HUD) on behalf of the County and our community partners to ensure HUD funding for homeless services throughout in Clackamas County including our rural areas.

The CoC is a HUD-mandated local administrative and organizational response to homelessness. Each year, HUD makes funding available for multiple CoC homeless services projects delivered by local agencies, including both the County and external partners, as part of a Consolidated Application. As the local CoC Lead Agency, Clackamas County CoC is responsible for completing the Consolidated Application for funding.

Clackamas County CoC serves as the connection point for federally funded homeless services. Through this annual application process, local projects, including those carried out by the County and external community partners, apply for competitive funding and/or non-competitive funding opportunities. In addition, through this application, HUD makes funding available to support CoC infrastructure for the County as the Lead Agency to continue to administer and coordinate homeless services programming throughout Clackamas County.

As part of the application process and as the Lead Agency, Clackamas County CoC, guided by the CoC Steering Committee, hosts a competitive process to determine how well proposed CoC funding projects align with HUD priorities and Clackamas County goals. The projects proposed

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for funding are ranked for recommendation and are included in the consolidated application for HUD's review and final funding determination.

Agreements resulting from this application will be between HUD and the awarded agency. Only funding awarded to Clackamas County entities will pass through to Clackamas County. This application's grant awards to Clackamas County are anticipated to be sent by HUD by next summer.

Grant funding is through the US Department of Housing and Urban Development with a required match of \$1,370,296. \$107,455 of budgeted County General Funds will be used along with \$1,262,842 from various funding sources, including other federal, state and local funds, to meet this match requirement.

RECOMMENDATION: Staff recommends that the Board approve submitting the 2023 CoC consolidated grant application and authorize staff to submit all documentation required to accomplish this action on behalf of the Board of County Commissioners. Staff also recommends that the Board authorize Commissioner Tootie Smith, Chair, to sign any documents required to apply.

Respectfully submitted,



Rodney A. Cook
Director of Health Housing and Human Services

**U.S. Department of Housing
and Urban Development**

**Certification of Consistency Plan
with the Consolidated Plan
for the Continuum of Care
Program Competition**

I certify the proposed activities included in the Continuum of Care (CoC) project application(s) is consistent with the jurisdiction's currently approved Consolidated Plan.

Applicant Name: OR-507 All Applicants

Project Name: OR-507 All Projects- See attached list

Location of the Project: Clackamas County, Oregon

Name of
Certifying Jurisdiction: Clackamas County, Oregon

Certifying Official
of the Jurisdiction Name: Commissioner Tootie Smith-Roller

Title: Chair of Clackamas County Board of County Commiss

Signature: _____

Date: _____

Public reporting burden for this collection of information is estimated to average 3.0 hours per response, including the time for reviewing instructions, completing the form, attaching a list of projects if submitting one form per jurisdiction, obtaining local jurisdiction's signature, and uploading to the electronic e-snaps CoC Consolidated Application. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. This form does not collect SSN information. The Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under 24 CFR part 91, 24 CFR Part 578, and is authorized by the McKinney-Vento Act, as amended by S. 896 The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009 (42 U.S.C. 11371 et seq.). HUD considers the completion of this form, including the local jurisdiction(s) authorizing official's signature, as confirmation the project application(s) proposed activities submitted to HUD in the CoC Program Competition are consistent with the jurisdiction's Consolidated Plan and, if the project applicant is a state or unit of local government, that the jurisdiction is following its Consolidated Plan per the requirement of 24 CFR part 91. Failure to either submit one form per project or one form with a listing of project information for each field (i.e., name of applicant, name of project, location of project) will result in a technical deficiency notification that must be corrected within the number of days designated by HUD, and further failure to provide missing or incomplete information will result in project application removal from the review process and rejection in the competitive process.

Instructions for completing the HUD-2991, Certification of Consistency with the Consolidated Plan

The following information must be completed by the Continuum of Care's designated Collaborative Applicant. If the CoC has multiple projects, it may complete a single HUD-2991 for the jurisdiction provided the Collaborative Applicant includes a list of all projects with applicant names, project names, and locations that will be submitted to HUD with the form when forwarding to the jurisdiction for signature. If there are multiple jurisdictions located within a CoC's geographic area, it must obtain a signed HUD-2991 for each jurisdiction where projects are located.

Completed by the CoC's Collaborative Applicant:

Applicant Name. Enter the name of the project applicant's organization.

Project Name. Enter the name of the project application that will be submitted to HUD in the Continuum of Care Program Competition.

Location of the Project. Enter the physical address of the project; however, if the project is designated as a domestic violence project, enter a P.O. Box or address of the main administrative office provided it is not the same address as the project.

Name of Certifying Jurisdiction. Enter the name of jurisdiction that will review the project information and certify consistency with the Consolidated Plan (e.g., City of..., County, State).

Must be completed by the certifying jurisdiction.

Certifying Official of the Jurisdiction. Enter the name of the official who will sign the form.

Title. Enter the official title of the certifying official (e.g., mayor, county judge, state official).

Signature. The certifying official is to sign the form.

Date. Enter the date the certifying official signs the form.

Projects Certified to be Consistent with the Clackamas County Consolidated Plan for FY2023

NW Housing Alternatives

- HomeBase HUD CoC Rapid Rehousing

Clackamas County Department of Health, Housing, and Human Services

- Housing our Heroes
- Coordinated Housing Access Renewal (and Expansion)
- Housing our Families
- HMIS
- Hope II
- Hope Leasing
- Rent Well Rapid Rehousing
- CoC Planning

Housing Authority of Clackamas County

- Shelter + Care (S+C)

Central City Concern

- Chez Ami

Clackamas Women's Services

- Permanent Supportive Housing for Survivors of Domestic and Sexual Violence
- Coordinated Access for Survivors of Domestic Violence
- Rapid Rehousing for Survivors of Domestic Violence
- CWS/IRCO Joint Application – Housing for Survivors
- Rapid Rehousing DV Bonus- Latinx Program

Corvallis Neighborhood Housing Services* (DevNW)

- CoC Transitional Housing/Rapid Rehousing for Youth
- YHDP Transitional Housing/Rapid Rehousing Joint Component

Northwest Family Services

- YHDP Diversion, Prevention, and Access

Parrott Creek

- HomeSafe Enhancement Transitional Housing/Rapid Rehousing

Financial Assistance Application Lifecycle Form

Use this form to track your potential award from conception to submission.

Sections of this form are designed to be completed in collaboration between department program and fiscal staff.

If renewal or direct appropriation, complete sections I, II, III IV & V only. Section III is not required.

If Disaster or Emergency Relief Funding, EOC will need to approve prior to being sent to the BCC

****CONCEPTION****

Section I: Funding Opportunity Information - To Be Completed by Requester

Award type: Direct Appropriation (no application)
 Subrecipient Award Direct Award

Award Renewal? Yes No

Lead Fund # and Department:	240 Health Housing and Human Services
Name of Funding Opportunity:	FY 2023 Continuum of Care Competition and Renewal or Replacement of Youth Homeless Demonstration Program Grants Department of Housing and Urban Development

Funding Source: Federal – Direct Federal – Pass through State Local

Requestor Information: (Name of staff initiating form)	Raina SmithRoller
Requestor Contact Information:	rsmithroller@clackamas.us
Department Fiscal Representative:	Darren Chilton
Program Name & Prior Project #: (please specify)	Continuum of Care (CoC) Consolidated Application for 2023

Brief Description of Project:

Consolidated application is one application for all CoC project funding(internal and community based projects) as well bonus funding for planning activities and the Homeless Management Information System for Clackamas County. Grants awarded through this application will come via individual grant agreements for each program to the organization involved. Some programs are competitive and others are non-competitive. There is a 25% in-kind match required which must be detailed in each program application.

Name of Funding Agency:

Notification of Funding Opportunity Web Address:

OR

Application Packet Attached: Yes No

Completed By: _____ Date: _____

**** NOW READY FOR SUBMISSION TO DEPARTMENT FISCAL REPRESENTATIVE ****

Section II: Funding Opportunity Information - To Be Completed by Department Fiscal Rep

Competitive Application Non-Competing Application Other

Assistance Listing Number (ALN), if applicable:	CFDA 14.267	Funding Agency Award Notification Date:	unknown
Announcement Date:	July 5, 2023	Announcement/Opportunity #:	FR-6700-N-25
Grant Category/Title	FY23 CoC Consolidated Competition & Renewal	Funding Amount Requested:	\$5,481,184.00
Allows Indirect/Rate:	Yes depending on award	Match Requirement:	25% cash or in-kind (\$107,455 in general fund used for matching)
Application Deadline:	September 28, 2023	Total Project Cost:	unknown since many are not county run programs
Award Start Date:	varies based on each award	Other Deadlines and Description:	Non profit and inhouse project competition is part of this application
Award End Date	varies based on each award		
Completed By:	Raina SmithRoller	Program Income Requirements:	depends on program
Pre-Application Meeting Schedule:	pre-application meetings of the application committee are completed via teams weekly		

Additional funding sources available to fund this program? Please describe:
 Supportive Housing Services, other Federal, State and local funds for matching. Each applicant for the consolidated application must specify their match.

How much General Fund will be used to cover costs in this program, including indirect expenses?
 HUD funds this application through last years application - CoC planning grant. Additional funds for indirect expenses in H3S will be covered through Supportive Housing Services or other available funds. Social Services is proposing to use budgeted General Funds in the amount of \$107,455 to meet their match obligations.

How much Fund Balance will be used to cover costs in this program, including indirect expenses?
 No prior fund balance will be used. Each grant resulting will have its own program associated with it which may or may not include indirect expenses. Some grant awards include indirect rates and others do not depending on the type of award.

In the next section, limit answers to space available.

Section III: Funding Opportunity Information - To Be Completed at Pre-Application Meeting by Dept Program and Fiscal Staff

Mission/Purpose:

1. *How does the grant/funding opportunity support the Department and/or Division's Mission/Purpose/Goals?*

2. *Who, if any, are the community partners who might be better suited to perform this work?*

3. *What are the objectives of this funding opportunity? How will we meet these objectives?*

4. *Does the grant/financial assistance fund an existing program? If yes, which program? If no, what is the purpose of the program?*

Organizational Capacity:

1. *Does the organization have adequate and qualified staff? If no, can staff be hired within the grant/financial assistance funding opportunity timeframe?*

2. *Are there partnership efforts required? If yes, who are we partnering with and what are their roles and responsibilities?*

3. *If this is a pilot project, what is the plan for sun setting the project and/or staff if it does not continue (e.g. making staff positions temporary or limited duration, etc.)?*

4. *If funded, would this grant/financial assistance create a new program, does the department intend for the program to continue after initial funding is exhausted? If yes, how will the department ensure funding (e.g. request new funding during the budget process, supplanted by a different program, etc.)?*

Collaboration

1. List County departments that will collaborate on this award, if any.

Reporting Requirements

1. What are the program reporting requirements for this grant/funding opportunity?

2. How will performance be evaluated? Are we using existing data sources? If yes, what are they and where are they housed? If not, is it feasible to develop a data source within the grant timeframe?

3. What are the fiscal reporting requirements for this funding?

Fiscal

1. Are there other revenue sources required, available, or will be used to fund the program? Have they already been secured? Please list all funding sources and amounts.

2. For applications with a match requirement, how much is required (in dollars) and what type of funding will be used to meet it (CGF, In-kind, local grant, etc.)?

3. Does this grant/financial assistance cover indirect costs? If yes, is there a rate cap? If no, can additional funds be obtained to support indirect expenses and what are those sources?

Other information necessary to understand this award, if any.

Program Approval:

Raina SmithRoller

Sep 4, 2023

Raina Smith-Roller
Raina Smith-Roller (Sep 4, 2023 12:12 PDT)

Name (Typed/Printed)

Date

Signature

**** NOW READY FOR PROGRAM MANAGER SUBMISSION TO DIVISION DIRECTOR****

****ATTACH ANY CERTIFICATIONS REQUIRED BY THE FUNDING AGENCY. COUNTY FINANCE OR ADMIN WILL SIGN****

Section IV: Approvals

DIVISION DIRECTOR (or designee, if applicable)

Vahid Brown

Sep 5, 2023

Toni Karter for
Toni Karter for (Sep 5, 2023 14:27 PDT)

Name (Typed/Printed)

Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Adam Brown

Sep 5, 2023

Denise Swanson for
Denise Swanson (Sep 5, 2023 11:13 PDT)

Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

Elizabeth Comfort

Sep 7, 2023

Elizabeth Comfort

Name (Typed/Printed)

Date

Signature

EOC COMMAND APPROVAL **WHEN NEEDED FOR DISASTER OR EMERGENCY RELIEF APPLICATIONS ONLY**

Name (Typed/Printed)

Date

Signature

Section V: Board of County Commissioners/County Administration

(Required for all grant applications. If your grant is awarded, all grant awards must be approved by the Board on their weekly consent agenda regardless of amount per local budget law 294.338.)

For applications less than \$150,000:

COUNTY ADMINISTRATOR	Approved:	Denied:
Name (Typed/Printed)	Date	Signature

For applications up to and including \$150,000 email form to Tracy Moreland at TracyMor@clackamas.us for Gary Schmidt's approval.

For applications \$150,000 and above, email form with Staff Report to the Clerk to the Board at ClerktotheBoard@clackamas.us to be brought to the consent agenda.

BCC Agenda item #:

Date:

OR

Policy Session Date:

County Administration Attestation

County Administration: re-route to department at
and
Grants Manager at financegrants@clackamas.us
when fully approved.

Department: keep original with your grant file.