

November 1, 2022

Board of County of Commissioners
Clackamas County

Members of the Board:

Approval of an Amendment increasing funding and extending the duration of the Subrecipient Agreement with Northwest Family Services for homeless shelter services and rent assistance. Amendment value is \$250,000 for 12 months, agreement value is now \$1,107,500 for 30 months.

No County General funds are involved

Purpose/ Outcome	The special Emergency Solutions Grant COVID (ESG CV2) funding, as authorized by the Coronavirus Aid, Relief, and Economic Securities Act (CARE Act), is to be used as a direct response to the COVID pandemic and its impacts on individuals and families.
Dollar Amount and Fiscal Impact	A5 adds \$250,000 Emergency Solutions Grant (ESG CV2) funds for a new total of \$1,107,500.
Funding Source	U.S. Department of Housing and Urban Development ESG CARES Act funds No County General Funds are included in this Agreement
Duration	Upon signature to June 30, 2023
Previous Board Action/ Review	Issues Topic November 1, 2022 Original Agreement date February 3, 2021. A.1 September 16, 2021 A.2 February 3, 2022 A.3 March 24, 2022 A.4 July 7, 2022
Strategic Plan Alignment	Increase self-sufficiency for our clients. Ensure safe, healthy, and secure communities.
County Review	This Amendment #5 of the Subrecipient Agreement was reviewed and approved by County Counsel (AN) on October 10, 2022.
Procurement Review	1. Was the item processed through Procurement? <i>yes</i> <input type="checkbox"/> <i>no</i> <input checked="" type="checkbox"/> 2. Item is a Subrecipient Agreement Amendment that was processed through Finance Grant Management
Contact Person	Korene Mather, Manager – Community Preservation: 971-806-7413
Contract No.	Subrecipient Agreement 21-015.A5 (H3S #10011_03)

BACKGROUND:

Special Emergency Solutions Grant COVID funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic among individuals and families who are homeless or receiving homeless assistance and to support additional homeless aid and prevention activities to mitigate the impacts of COVID-19.

Healthy Families. Strong Communities.

The Housing & Community Development Division of the Health, Housing, and Human Services Department requests the approval of Amendment #5 to the Subrecipient Agreement with Northwest Family Services (NWFS) so that NWFS can continue to provide homeless prevention services to eligible individuals and families that are adversely impacted by the coronavirus pandemic in Clackamas County.

PROJECT OVERVIEW:

With the funding added through Amendment #5, NWFS will provide shelter and shelter services to an additional ten homeless individuals and families, and will provide rapid rehousing services and resources to an additional 15 individuals and families experiencing housing instability.

RECOMMENDATION: We recommend the approval of this amendment to the Subrecipient Agreement.

Respectfully submitted,

Denise Swanson

Rodney A. Cook, Director
Health, Housing, and Human Services

Previous grant performance 7/1/2020 – 6/30/2022

Service Provider	# People Served	# Households Served
NWFS Casa Esperanza ESG Shelter	161	77
NWFS ESG Rapid Rehousing	76	44

Contract Amendment
Health, Housing and Human Services Department

H3S Contract Number: 21-015 Board Agenda Number and Date: TBD

Division: Community Development Amendment No. 5

Contractor: Northwest Family Services

Amendment Requested By: Korene Mather

Changes: Scope of Services Contract Budget
 Contract Time Other _____

Justification for Amendment:

This Amendment #5 is entered into between Northwest Family Services (“SUBRECIPIENT”) and Clackamas County (“COUNTY”) and shall become part of that Subrecipient Grant Agreement (“Agreement”) entered into between both parties on December 22, 2020.

This Amendment #5 extends the term of the Agreement to June 30, 2023 and adds **additional Emergency Solutions Grant COVID funding in the amount of \$250,000** for a total, not to exceed amount of \$1,107,500. It is necessary to continue providing these services to respond to housing instability resulting from the pandemic and to expend all funding budgeted for this purpose.

This Amendment #5 is effective upon signature and continues through **June 30, 2023**.

Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. Changes are identified with “**bold/italic**” font for easy reference.

AMEND:

AGREEMENT

- 1. Term and Effective Date.** This Agreement becomes effective on execution. Eligible expenses for this Agreement may be charged during the period beginning December 1, 2020 and expiring June 30, 2022, a total of eighteen (18) months.

TO READ:

- 1. Term and Effective Date.** This Agreement becomes effective on execution. Eligible expenses for this Agreement may be charged during the period beginning December 1, 2020 and expiring **June 30, 2023**, a total of **thirty (30)** months.

AMEND:

- 4. Grant Funds.** COUNTY’s funding for the Agreement is the Emergency Solutions Grant (Catalogue of Federal Domestic Assistance [CFDA] # 14.231) issued to COUNTY by the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification # E20-UW-41-001). The maximum, not to exceed grant amount that COUNTY will pay is \$857,500. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

TO READ:

4. **Grant Funds.** COUNTY’s funding for the Agreement is the Emergency Solutions Grant (**Assistance Listing Number [ALN]** 14.231) issued to COUNTY by the US Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification # E20-UW-41-001). The maximum, not to exceed grant amount that COUNTY will pay is **\$1,107,500**. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

AMEND:

**EXHIBIT B
 SUBRECIPIENT PROGRAM BUDGET**

- A. The total compensation under this contract shall not exceed \$857,500 with payments to be made as outlined in the body of the contract.
- B. Adjustments to the budget may only be made with the approval of both Parties.

Shelters

Program Costs	Total Budget Amount	Total ESG Amount	Source of Funds
Shelter Staffing Costs		81,761	
Shelter utilities		15,300	ESG & Other
Shelter rent			ESG & Other
Shelter supplies		7,501.40	ESG & Other
Transportation		1,371.76	ESG & Other
Administration		4,065.84	Other
Total Expenses			
Shelters Total ESG CV2:		110,000	

Rapid Rehousing

Program Costs	Total Budget Amount	Total ESG Amount	Source of Funds
RRH Staffing Costs		144,000	
Program supplies, phones		1,800	ESG & Other
Transportation		8,123	ESG & Other
Rent Assistance		539,577	ESG & Other
Administration		54,000	Other
Total Expenses			
Total ESG CV2:		747,500	

TO READ:

- A. The total compensation under this Agreement shall not exceed \$1,107,500.
- A. The maximum amount for this Amendment 5 shall not exceed \$250,000 with payments to be made in accordance with the budget below.
- B. Adjustments to the budget may only be made with the approval of both Parties.

Shelters

Program Costs	Budget December 1, 2020 – June 30, 2022	Budget July 1, 2022 – June 30, 2023	Total Budget
	\$ 110,000		<i>December 1, 2020 – June 30, 2023</i>
Shelter Staffing Costs			
Shelter Utilities			
Shelter Rent		\$ 40,000	
Shelter Supplies		\$ 1,000	
Transportation		\$ 500	
Administration		\$ 3,735	
Shelters Total ESG CV2	\$ 110,000	\$ 45,235	

Rapid Rehousing

Program Costs	Budget December 1, 2020 – June 30, 2022	Budget July 1, 2022 – June 30, 2023	Total Budget
	\$747,500		<i>December 1, 2020 – June 30, 2023</i>
RRH Staffing Costs		\$ 60,000	
Program supplies, phones		\$ 1,200	
Transportation		\$ 600	
Rent Assistance		\$126,250	
Administration		\$16,715	
RRH Total ESG CV2:	\$ 747,500	\$ 204,765	

Northwest Family Services

Subrecipient Agreement 21-015 – Amendment #5

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AMEND:

The following portion of EXHIBIT A.1 SUBRECIPIENT SCOPE OF WORK

A. Provide emergency shelter services including:

- Shelter staffing
- Shelter operations
- Food
- Transportation

It is expected that the funding under this ESG Agreement will assist approximately 38 homeless families with shelter during the December 1, 2020 to November 30, 2021 program year.

B. Provide Rapid Rehousing services including:

- Safety planning
- Advocacy and assistance navigating systems
- Case management
- Crisis intervention
- Information and referral
- Counseling

It is expected that the funding under this ESG Agreement will assist approximately 85 households (families and individuals) with Rapid Rehousing during the contract period.

TO READ:

A. Provide emergency shelter services including:

- Shelter staffing
- Shelter operations
- Food
- Transportation

It is expected that the funding under this ESG Agreement will assist approximately 38 homeless families with shelter during the December 1, 2020 to November 30, 2021 program year, ***and 10 additional homeless households (families and individuals), with shelter services from July 1, 2022 through June 30, 2023, under Amendment #5.***

B. Provide Rapid Rehousing services including:

- Safety planning
- Advocacy and assistance navigating systems
- Case management
- Crisis intervention
- Information and referral
- Counseling

It is expected that the funding under this ESG Agreement will assist approximately 85 households (families and individuals) with Rapid Rehousing during the contract period, ***and 15 additional households (families and individuals) with Rapid Rehousing from July 1, 2022 through June 30, 2023, under Amendment #5.***

[Signature page follows]

Northwest Family Services

Subrecipient Agreement 21-015 – Amendment #5

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IN WITNESS WHEREOF, the parties hereto have caused this Amendment #5 to be executed by their duly authorized officers.

NORTHWEST FAMILY SERVICES

By: Rose Fuller
Rose Fuller, Executive Director

10/10/2022
Date

6200 SE King Road
Street Address

Portland, Oregon 97222
City/State/Zip

rfuller@nwfs.org
Email

CLACKAMAS COUNTY

- Commissioner: Tootie Smith, Chair
- Commissioner: Sonya Fischer
- Commissioner: Paul Savas
- Commissioner: Martha Schrader
- Commissioner: Mark Shull

Tootie Smith, Chair

Date

COVER SHEET

- New Agreement/Contract
- Amendment/Change/Extension to _____
- Other _____

Originating County Department: _____

Other party to contract/agreement: _____

Document Title:

After filing please return to: _____

- County Admin
- Procurement

If applicable, complete the following: _____

Board Agenda Date/Item Number: _____