

Clackamas County Social Services Division is issuing a Notice of Funding Opportunity (NOFO) to provide Warming Center and Warming Center Volunteer Coordination Services to persons who are un-housed in Clackamas County during 2019-2020 and 2020-2021 with the possibility of extension for two more years. To request that this NOFO be translated into another language, contact Jessica Diridoni at (503) 655-8646 or via email: jdiridoni@clackamas.us

La División de Servicios Sociales del Condado de Clackamas está emitiendo un Aviso de Oportunidad de Fondos (NOFO) para proveer Servicios de Coordinación de Voluntarios del Centro de Calentamiento y el Centro de Calentamiento a personas sin hogar en el Condado de Clackamas durante 2019-2020 y 2020-2021 con la posibilidad de extensión para dos más años. Para solicitar que éste NOFO se traduzca a otro idioma, comuníquese con Jessica Diridoni al (503) 655-8646 o por correo electrónico: jdiridoni@clackamas.us

Отдел социальных услуг округа Калкамас выпускает Уведомление о возможности финансирования (NOFO), предназначенного для предоставления обогревательных центров и координационных услуг добровольцев вышеуказанных центров, а также для оказания аварийного убежища для лиц без постоянного места жительства в округе Клакамас в течении 2019 - 2020 и в 2020-2021-ых гг; с возможностью продления вышеуказанной программы на 2 дополнительных года. Чтобы запросить перевод данного уведомления на другом языке, свяжитесь с Джессикой Диридонни по телефону (503) 655-8646 или по электронной почте: jdiridoni@clackamas.us

Clackamas County Social Services Division

Issues the Following

NOTICE OF FUNDING OPPORTUNITY (NOFO)

**TO PROVIDE WARMING CENTER AND WARMING CENTER VOLUNTEER
COORDINATION SERVICES TO PERSONS WHO ARE UN-HOUSED IN
CLACKAMAS COUNTY DURING 2019-2020 AND 2020-2021 WITH THE
POSSIBILITY OF EXTENSION FOR TWO MORE YEARS**

Board of County Commissioners

Jim Bernard, Chair

Sonya Fischer, Commissioner

Ken Humberston, Commissioner

Paul Savas, Commissioner

Martha Schrader, Commissioner

Date of Issuance: Monday, September 9, 2019

Mandatory Applicant Information Meeting: Thursday, September 12, 2019 at 9:00 A.M.
2051 Kaen Road, Oregon City OR 97045 in Room 288

Question Submittal Deadline: Thursday, September 12, 2019 by 5:00 P.M.

Applications due for first round consideration no later than 5:00 P.M., Monday,
September 23, 2019 via electronic submittal.

Applications will be accepted on an ongoing basis and will be considered based on
available funding until December 31, 2020.

Postmarks and faxes will not be considered.

All times posted in NOFO are Pacific Standard Time.

Issuing Office: Clackamas County Social Services

Jessica Diridoni

2051 Kaen Road, Oregon City, Oregon 97045

Phone: 503 / 655-8646 Fax: 503 / 655-8889 jdiridoni@clackamas.us

Warming Center and Warming Center Volunteer Coordination

2019-2020 & 2020-2021

NOTICE OF FUNDING OPPORTUNITY (NOFO) AND GRANT APPLICATION

1. PROGRAM DESCRIPTION

The purpose of this Notice of Funding Opportunity (NOFO) is to seek applicant organizations with the capacity and interest to provide overnight Warming Center services to un-housed individuals during defined nights of extreme cold (approximately November 1 to April 15). Warming Center Volunteer Coordination services will also be considered within this NOFO.

Warming Centers

Clackamas County expects to contract with multiple warming centers and will consider a range of geographic locations as well as populations to be served. Providers with sites within Clackamas County will be prioritized for funding under this NOFO.

Qualifying organizations will be paid on a per-person per night basis for nights that a warming center is open under the authorization of Clackamas County, up to an amount not to exceed the total contracted budget.

Warming Centers must be activated (and this may occur without prior conversation with the CCSS Director or Program Manager) on nights when the actual temperature or wind chill temperature is predicted (between the hours of 10 AM and 12 noon) to fall below 33 Degrees Fahrenheit, including wind chill factor, by the National Weather Service. Warming Centers must be activated during the first night of this alert. As it is impossible to predict all severe weather scenarios, Warming Centers may also be activated when weather conditions do not meet the criteria above after consultation and approval by either the CCSS Director or Program Manager. Examples include but are not limited to predicted high winds, flood watches, flood warnings or extremely heavy rain.

Warming Centers must open by 6 PM and stay open through at least 7 AM. Hot beverages and sleeping mats or cots must be available to every guest, and warming center facilities must be heated and have restrooms available.

Warming Centers may elect to serve the general houseless population or to serve women and families. However, women and families may not be excluded from any warming center/shelter.

If allowed by the relevant jurisdiction, warming centers may choose to operate on nights that are not approved by Clackamas County for opening warming centers, but organizations will not receive reimbursement from the county for those nights.

Each qualified Warming Center will be paid a minimum of \$33.00 per person per authorized severe weather night up to either the contracted maximum or the maximum capacity permitted by local Fire and/or Health Department, whichever is lower. A minimum of four beds will be paid for whether or not all four beds are occupied during nights the shelter is open. However, should any nights occur when no beds are occupied, Clackamas County must be notified within 12 hours.

Warming Centers must provide a minimum of two staff or volunteers during all hours of operation. If more than 30 guests are on site, from the hours of 6pm to 10pm additional volunteer or staff are strongly recommended to provide safety for all guests, staff and volunteers. From hours of 10pm to 7am volunteers or staff will provide fire watch and safety check requirements.

Qualifying providers may request that up to ten percent (10%) of the maximum contract payment be issued up front and deducted in equal portions from the November, December, January, February and March payment.

All per person per night payments are contingent upon timely, accurate and complete data collection and reporting. Any bed nights with incomplete data by the 15th of the subsequent month will not be reimbursed.

Warming Center Volunteer Coordination

Up to \$15,000 may be available for warming center volunteer coordination as an additional contracted line item to an organization proposing to provide warming center services, or to a separate organization proposing to provide this function in support of warming centers. Only one organization would be funded to provide this service. While each Warming Center recruits, trains and schedules its own volunteers, more volunteer support is typically needed. Warming Center Volunteer Coordination is responsible for using a wide variety of outreach and recruitment techniques to recruit volunteers, along with conducting background screening, training, scheduling and retaining additional volunteers in accordance with the needs of each Warming Center. The Volunteer Coordination Service typically also covers some shifts when volunteer capacity is

inadequate. The minimum expectation for Volunteer Coordination is at least 10 new volunteers every month that work at least one shift every month.

Day Shelter

While Clackamas County Social Services recognizes the importance of day shelters and meal sites, this funding stream is specifically directed to evening and night sheltering, not day shelter. However, warming centers that are able to and choose to stay open during days when the weather is severe (not to exceed 33 degrees including wind chill factor) will be paid \$25 per individual for day center services based on the number of individuals in the warming center the previous night. It is understood that not every person who accesses night shelter accesses day shelter, and that the reverse is also true. In an attempt to streamline paperwork and data entry, especially during extended periods of severe weather, additional data collection during the day will not be required.

HMIS Data Entry and License Fees

Each warming center organization must provide accurate and timely data on number and persons served at each center. Selected providers may be reimbursed for HMIS costs depending on the agency experience and capacity using the County's HMIS data system. Clackamas County may provide training in HMIS data entry at no costs to new providers depending on the provider capacity and willingness to enter accurate and timely data.

Additional Considerations

If a warming center is open three nights (consecutive or non-consecutive) and no individuals seek shelter, the contract may be reduced or terminated.

All contracted warming centers will be required to submit documentation for each night the warming center/winter shelter is open. Payment will be contingent upon receipt of complete, accurate and timely documentation. Invoices and dates for the previous month's services are due no later than the 10th of the following month. Documentation will include, but is not limited to:

- Date(s) of center opening.
- Demographic information about each individual sheltered, either on HMIS paper forms provided by Clackamas County or by entering the data into the HMIS system.
- Shelter staffing hours for each staff and volunteer assisting in warming center operations to show that minimum staffing levels were maintained.

Failure to submit documentation as requested and in a timely manner may result in bednights not being eligible for reimbursement.

2. AWARD INFORMATION

Applicants will establish a contractual relationship with Clackamas County Social Services (CCSS). Applicants are sought throughout the County in rural, urban and suburban areas, especially those areas with known populations of homeless persons.

Funding for this NOFO will be provided over a period of two fiscal years, for two winter seasons, using time periods as described in Section 1 Program Description, a and b.

Year 1: estimate of \$350,000 available: FY 19-20: November 1, 2019 to June 30, 2020.

Year 2: estimate of \$350,000 available: FY 20-21: November 1, 2020 to June 30, 2021.

Bed nights will only be reimbursed within the weather thresholds and as available funds allow through April 15th of 2020 and 2021.

A possible extension for two more years through June 30, 2023 may be available. This extension is not guaranteed.

Applications received after September 23, 2019, will be considered based on available funding.

Funding sources are a combination of State of Oregon Housing & Community Services Department, and Clackamas County General Funds. Applicants will enter into a vendor agreement for non-federal funds. If additional funding becomes available, it will be allocated to providers based on capacity and utilization.

Estimated system wide funding available: \$350,000 for FY 19-20 and \$350,000 for FY 20-21 or a total of \$700,000.

Additional or reduced funding may be available during the grant period. If additional funding becomes available, it may be allocated to new providers or to existing providers based on objective factors including, but not limited to, warming center capacity, bed utilization, effectiveness of volunteer recruitment and coordination, HMIS compliance and reporting and invoice timeliness.

3. FUNDING AVAILABLE AND BUDGET INFORMATION

Clackamas County expects to contract with multiple warming centers and will consider a range of geographic locations as well as populations to be served. However, Clackamas County reserves the right to select only one or more than one applicant based on the responses to this NOFO. Total amount awarded between all applicants will not exceed the total funding available and is estimated at time of NOFO release date. If multiple applicants are selected, each applicant would receive an amount that is lower than the total estimated funding available.

4. APPLICANT ELIGIBILITY – MINIMUM ORGANIZATIONAL QUALIFICATIONS

Each applicant must meet all of the following minimum qualifications to be eligible to respond to this NOFO and to receive funds.

1. Organizations must provide proof that they have insurance and endorsements and as required in the resulting award agreement:

Applicant agrees that vehicles needed to perform services under this project will be the sole responsibility of the applicant, and meet the minimum insurance requirements of the County. No vehicles for use in this project will be provided by Clackamas County.

Contractor shall secure at its own expense and keep in effect during the term of the performance under this Contract the insurance required and minimum coverage indicated below. Contractor shall provide proof of said insurance and name the County as an additional insured on all required liability policies. Proof of insurance and notice of any material change should be submitted to the following address: Clackamas County Social Services Division, 2051 Kaen Road, Oregon City, OR 97045 or jdiridoni@clackamas.us.

Required - Workers Compensation: Contractor shall comply with the workers' compensation requirements in ORS 656.017, unless exempt under ORS 656.126.

Required – Commercial General Liability: combined single limit, or the equivalent, of not less than \$1,000,000 per occurrence, with an

<p>annual aggregate limit of \$2,000,000 for Bodily Injury and Property Damage.</p>
<p>Required – Professional Liability: combined single limit, or the equivalent, of not less than \$1,000,000 per occurrence, with an annual aggregate limit of \$2,000,000 for damages caused by error, omission or negligent acts.</p>
<p>Required – Automobile Liability: combined single limit, or the equivalent, of not less than \$1,000,000 per occurrence for Bodily Injury and Property Damage.</p>

This policy(s) shall be primary insurance as respects to the County. Any insurance or self-insurance maintained by the County shall be excess and shall not contribute to it. Any obligation that County agree to a waiver of subrogation is hereby stricken.

2. Confidentiality. Any and all information regarding any individual serviced by the Project is strictly confidential. All provider and project staff members are expected to comply with the most current local, state and federal laws regarding confidentiality. Information in any form shall not be released to any party without the authorization of the individual and/or County. Nothing prohibits the disclosure of information in summaries, statistical, or other form, which does not identify particular individuals. Confidentiality policies shall be applied to all requests from outside sources.

3. Organizations must certify that the warming center site(s) are ADA accessible.

4. Organization must provide services to clients without regard to race, religion, national origin, sex, age, marital status, sexual orientation, disability (as defined under the Americans with Disabilities Act) or any other protected class as defined in applicable state and federal law. Contracted services must reasonably accommodate the cultural, language and other special needs of clients.

5. Organizations are required to collect demographic information on individuals accessing services. The HMIS is a confidential database managed by Clackamas County. Organizations agree to comply with current HMIS Policy and Procedures and adhere to HMIS data quality and reporting requirements. Organizations are encouraged to enter their own HMIS data and may be eligible for reimbursement of HMIS related

expenses such as licensing. County reserves the right to adjust HMIS reporting requirements if needed.

6. Organizations must have the following policies in place at the time of award:

- Non-discrimination policy
- Records retention policy
- Grievance policy (denial, termination, appeal and fair hearing procedures)
- Conflict of interest policy
- Confidentiality policy
- Fiscal policy that outlines separation of duties and fraud prevention and recovery (both employee and participant)

7. Organizations agree to submit all required financial and demographic documentation.

8. Provider shall maintain and retain all records in compliance with regulatory agencies and County policies.

9. Organization must provide proof of registry number to do business in Oregon at the Secretary of State online registry system:

http://egov.sos.state.or.us/br/pkg_web_name_srch_inq.login

10. Organizations are required to perform Criminal Background checks and propose for approval specific screening criteria for all staff and volunteers who will be performing direct services under this contract. Policies must be in place to disqualify any persons who have committed violent crimes, crimes against children or other crimes that are incompatible with this project. Policies must also be in place to ensure the safety of participants should criminal convictions occur during the term of the project.

11. Organizations must provide proof of approval to operate a warming center on qualifying nights between November 1 to April 15 at the proposed site from the jurisdiction with permitting authority, in addition to fire marshal approved capacity. If the permitting jurisdiction does not allow initial approval for the entire period, organization must provide proof that extensions are allowable under specific conditions from the permitting jurisdiction.

12. Organizations agree to allow Clackamas County to include information on warming center availability, warming center addresses and volunteer needs in media releases and on websites including but not limited to 211, the Clackamas County website, and through social media such as, but not limited to, Facebook and Next Door.

13. Applicant must have a representative attend the Mandatory Applicant Information Meeting listed on page 2, to be eligible for funding.

5. SCOPE OF WORK AND PROGRAM REQUIREMENTS

The applicant will be required to perform the following work in accordance with the terms and conditions in an awarded agreement.

Warming Centers

1. Participate in required Warming Center Start Up meeting. Every endeavor will be made to schedule at a time that is workable for all providers.
2. No fees shall be charged to persons who are homeless for participating in any project funded services.
3. Provide overnight warming center services to un-housed individuals during periods of severe weather as described in Section 1, Program Description Warming Centers.
4. Provide overnight warming center services to un-housed individuals for the nights (to be determined) in January 2021 and (if contract is extended) January 2023 for the Point in Time homeless count.
5. Warming Center services must be provided in a trauma informed and wholly secular manner.
6. Warming Centers may not categorically exclude persons fleeing domestic violence.
7. Warming Centers must ensure a welcoming and safe environment for people of all genders, including persons who identify as transgender or non-binary. However, proposals for gender specific warming centers may also be considered if consistent with Fair Housing law pertaining to Warming Centers including HUD's Equal Access law (links provided at webpage listed in Section 6.5).
8. Warming Centers may not require guests to be clean and sober or pass urinalysis or breath testing. However, warming centers may have rules disallowing alcohol or drug possession or use on premises. Additionally, warming centers must incorporate harm reduction into their service delivery.

9. Warming Centers may have rules to ensure a safe environment but these rules must be in plain language and as streamlined as possible. Warming Center rules must align with Fair Housing law pertaining to Warming Centers (links provided at webpage listed in Section 6.5).

10. Warming Centers must comply with all relevant health, fire and life safety codes.

11. Warming Centers must have a written harm reduction policy that addresses under what circumstances and for what conduct people may be excluded from the warming center and for what period of time. In the event a person is excluded under the harm reduction policy, warming centers must document the reason for the exclusion and the duration. Warming Centers must make a diligent effort to ensure that the excluded person has an alternate safe place to sleep.

12. Individuals and households must be entered into HMIS, or their entries updated if they are already in the system, within three (3) business days of warming center entry. If a provider is using paper HMIS entry forms, forms must be delivered or securely electronically transmitted to Clackamas County Social Services within 3 business days.

13. Complete HMIS data and nightly sign in sheets must be entered or turned in to Clackamas County by the 10th of the following month. Invoices, data and sign in sheets received after the 15th of the following month will not be reimbursed.

Warming Center Volunteer Coordination

A provider may propose to hire or dedicate staff to coordinate volunteers for the network of warming centers, prioritizing those centers that are entirely volunteer run and assist with management at a designated warming center. All personnel must pass a background check prior to beginning work. It is expected that this entity will fully comply with wage and hour laws regarding hours worked per week, overtime pay and all other applicable laws. It is also expected that all services will be provided in a secular manner and in compliance with non-discrimination laws.

Volunteer Coordination Duties:

1. Network with faith community, civic organizations, local government staff and the general community's ongoing efforts to address housing and homelessness.
2. Ensure that warming center/day center volunteers are recruited, background checked, trained and scheduled as needed.

3. Connect potential volunteers who are interested in volunteering at warming centers with center management.
4. Should meals be offered by community groups at a solely volunteer based site, coordinate these efforts to ensure that as many meals as possible are covered.
5. Work with warming center site hosts to designate a lead volunteer for solely volunteer based warming center open hours.
6. Perform ongoing recruitment and training in order to meet or exceed minimum expectation of 10 new volunteers a month who work at least one shift.
7. Ensure that HMIS forms and electronic entry is collected and entered as required for all warming center guests (form to be issued by County at time of award).
8. Provide assistance at warming centers as needed, however the point of the coordinator duties is primarily to coordinate, rather than to provide direct service.
9. Work with County and warming center sites to ensure that announcements about warming center/day center openings are made in an efficient, effective and timely manner, usually by 10 AM for nights.
10. Develop written site specific logistics/operating protocols in partnership with site hosts.

6. APPLICATION AND SUBMISSION INFORMATION

One electronic copy containing electronic signatures in Microsoft Word or PDF format must be submitted via email as indicated below in Section 6.5. Document must be single-spaced with a font size no smaller than 12 point. The application must be no more than 5 pages, excluding the cover page, certifications and assurances.

All applications must include the following sections:

6.1 Cover page - Provide organization name, address, telephone number, fax number, tax identification number, State of Oregon business registry number, email address of applicant agency, and name and contact information (address, telephone and email) of person(s) authorized to represent the organization for the purposes of this project.

6.2 Narrative

- Include information as to how organization will comply with all minimum qualifications outlined in Section 4. Applicant Eligibility of the NOFO.
- Provide proof that all relevant health and fire and life safety codes are being complied with.
- State the approved capacity (typically this is by the fire marshal) of the warming center and its physical location.
- Discuss the warming center's capacity to provide service during the day should severe day time temperatures or conditions exist.

Describe your experience with:

- a. Providing Warming Center or related services to homeless adults and/or families.
- b. Providing services that are equitable, respectful, and relevant to people from a wide variety of cultures and backgrounds.
- c. Ensuring that accurate and complete HMIS (or comparable for confidential DV providers) data is collected and submitted in a timely way.

6.2.1 References

Provide the contact names, agency or jurisdictional affiliation, telephone number and email addresses for two (2) references who can attest to your qualifications to perform services described in this NOFO. If Applicant has not had a previous contractual relationship with County, a total of four (4) references are required.

6.3 Certification - Signed certifications and assurances statement (Appendix A) signifying compliance with all requirements as outlined in this agreement as well as any requirements from Oregon Housing and Community Services or any other funders.

6.4 Budget

Bednights will be reimbursed at the rate of \$33 per person per severe weather night and \$25 per severe weather day up to the contracted capacity or maximum approved capacity, whichever is lower. Reimbursement will occur after complete HMIS data and nightly sign in sheets are turned in to Clackamas County. The due date for all data and sign in sheets is the 15th of the following month. Bed nights for which data and sign in sheets are received after the due date will not be reimbursed. A separate budget document is not required with this NOFO application but each application should include a brief statement of funding requested based on the capacity of the warming shelter site and the number of bednights the applicant expects to provide. However, if applicant is applying for Warming Center Volunteer Coordination funds, whether in addition to, or absent from a request for bednight funds, a separate budget, specific to the scope of work listed in Section 5 under the Volunteer Coordination Duties, must be submitted.

6.5 Addenda & Application Questions

Questions or clarifications shall be submitted via email to both:

Jessica Diridoni: jdiridoni@clackamas.us and Erika Silver: esilver@clackamas.us

County will not mail notice of Addenda, but will publish notice of any Addenda on County's website. Addenda may be downloaded off the County's website.

Organizations should frequently check the County's website until the closing of the NOFO, at least once weekly and at least once daily a week prior to closing. **Questions**

must be submitted no later than 5:00pm on Thursday, September 12, 2019.

Responses to questions will be posted online as 'FAQ Addendums' on Clackamas County's NOFO webpage: <http://www.clackamas.us/grants>

6.6 Application Due Date

Applications to be considered during the initial funding round are due no later than **5:00pm Monday, September 23, 2019**, as described above. Applications received after that date, but no later than December 31, 2020, may be considered if funding is available. Electronic submission is required for all applications.

Submit via email to both:

jdridoni@clackamas.us and esilver@clackamas.us .

Faxed and hardcopies will not be accepted.

7. APPLICATION EVALUATION

1. Applicant must demonstrate that all minimum qualifications are met, and a Risk Assessment will be conducted by Clackamas County as part of the award assessment criteria.
2. In the event that multiple applicants are proposing to serve the same area of Clackamas County, Clackamas County reserves the right to select one applicant or to negotiate coordination between multiple applicants.
3. Except as noted above, all applicants who meet minimum requirements and agree to accept the per night rate, will be approved warming centers and be eligible for per night reimbursement, up to the estimated maximum number of beds and bed nights available funding can support.
4. Organizations with current or past contracts with Clackamas County will be evaluated on past performance in previous contracts with Clackamas County. Items to be considered include spend-out of contracts, timeliness of report and invoice submittals, and adherence to HMIS policies.
5. All funding decisions will be contingent upon availability of funding.

8. APPEAL PROCESS

Applicants not approved as a provider of services outlined in this Notice of Funding Opportunity may file a Notice of an Appeal in writing no later than 10 days after the County announces the awards, specifying the grounds upon which the appeal is based. The Notice shall be submitted via email to: jdiridoni@clackamas.us and esilver@clackamas.us

Within 5 business days a determination on the status of the Notice of Appeal will be made by the Director of Social Services.

Appendix A: Certifications and Assurances

Organization Name: _____,

Applicant hereby assures, warrants, covenants, and certifies that with respect to any federal, state or local funds disbursed to it, that it will follow all of the applicable laws, rules and regulations associated with funding distributed to Applicant and incorporated into award agreement.

Applicant certifies that it meets and will comply with the minimum qualifications listed below, and as specified in **Section 4: Applicant Eligibility – Minimum Organizational Qualifications** of this NOFO, to be eligible to apply and to receive funds. In addition, Applicant certifies it will perform the work listed in **Section 5: Scope of Work & Program Requirements**, in accordance with the terms and conditions in an awarded agreement.

1. Confidentiality. Applicant has confidentiality policies in place that meet the requirements of all applicable federal, state and local requirements.
2. Applicant provides services that are ADA accessible.
3. Applicant has non-discrimination policies in place and provides services to clients without regard to race, religion, national origin, sex, age, marital status, sexual orientation, disability (as defined under the Americans with Disabilities Act) or any other protected class as defined in applicable state and federal law. Contracted services must reasonably accommodate the cultural, language and other special needs of clients.”
4. Applicant has capacity to collect demographic information on individuals accessing services and enter that information within 3 days of entry as required in the Homeless Management Information System (HMIS) database managed by Clackamas County. Applicant agrees to comply with current HMIS Policy and Procedures and adhere to HMIS data quality and reporting requirements. If the applicant is a domestic violence service provider, applicant will provide Clackamas County with equivalent and timely de-identified data for reporting purposes.
5. Applicant has the following policies in place at the time of award:
 - Non-discrimination policy
 - Records retention policy
 - Grievance policy (denial, termination, appeal and fair hearing procedures)
 - Conflict of interest policy
 - Confidentiality policy

- Fiscal policy that outlines separation of duties and fraud prevention and recovery (both employee and participant)
- 6. Applicant shall maintain and retain all records in compliance with regulatory agencies and County policies.
- 7. Applicant has policies in place regarding performing Criminal Background checks for all staff and volunteers who will be performing direct services under this contract. The policy includes criteria to disqualify any persons who have committed violent crimes, crimes against children or other crimes that are incompatible with this project.

Applicant further certifies that it shall provide services in compliance with all local, state and federal program rules and guidelines required by local, state and/or federal agencies providing funding for the award agreement, including, but not limited to the current links below, and as updated and incorporated into the award agreement, regardless of whether or not specifically referenced herein (links provided at webpage listed in Section 6.5):

Oregon Housing and Community Services (OHCS) State Homeless Funds Program Operation Manual, Emergency Housing Assistance (EHA) & State Homeless Assistance Program (SHAP)

Terms & Conditions for State OHCS Subrecipients

Special Provisions for State OHCS Subrecipients

General Program Element Terms & Conditions for State OHCS Subrecipients

OHCS State Homeless Assistance Program Element for State OHCS Subrecipients

OHCS Inclusion & Diversity Outcomes & Global Diversion & Inclusion Benchmarks (to be adopted by OHCS)

HMIS Policies and Agreements

United States Department of Housing and Urban Development Equal Access Laws

Federal Fair Housing & Related Laws

Fair Housing Guide for Homeless and Domestic Violence Shelter Providers

Certification Signature:

Signature of authorized representative

Date

Name and title of authorized representative