

September 19, 2019

Housing Authority Board of Commissioners
 Clackamas County

Members of the Board:

Approval to apply for Family Unification Program Vouchers through the
Notice of Funding Availability Years 2019 and 2020

Purpose/Outcomes	Approval to apply for Family Unification Program vouchers
Dollar Amount and Fiscal Impact	Applying for fifty vouchers; total dollar amount is based upon HUD award. Individual voucher worth \$9,912/year
Funding Source	U.S. Department of Housing and Urban Development No County General Funds
Duration	10/24/2019 – 10/23/2020 (Annually Renewable)
Previous Board Action	2017 & 2018 FUP grant approved by the HACC Board of Commissioners on May 17, 2018
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. Sustainable and affordable housing 2. Increased self-sufficiency for our clients 3. Ensure safe, healthy and secure communities
County Counsel	N/A
Contact Person	Jill Smith - Executive Director, Housing Authority 503-742-5336
Contract No.	N/A

BACKGROUND:

The Housing Authority of Clackamas County (HACC), a Division of Health, Housing and Human Services Department, requests approval to apply for fifty (50) Family Unification Program (FUP) Vouchers. FUP is a program that serves two groups:

1. Families who lack adequate housing and is the primary factor in the placement of the family's children in out-of-home care; or lack of adequate housing is delaying discharge of a child back to the family from out-of-home care; and
2. Youth not more than 24 years of age who left or are leaving foster care and are at risk of becoming homeless.

FUP Vouchers provide housing assistance under the Housing Choice Voucher program in partnership with the State Child Welfare Agency. The vouchers can be used to unify children with parents and/or to aid children who have left foster care (16-24 years old), providing monthly rental assistance with services to help youth become part of a stable home and work towards self-sufficiency.

RECOMMENDATION:

Staff recommends the Board's approval to apply for FUP Vouchers. Additionally, staff recommends the HACC Board authorize Jill Smith, HACC Executive Director, to sign on behalf of the Housing Authority of Clackamas County, all documents related to the FUP Notice of Funding Availability.

Respectfully submitted,



Richard Swift, Director
 Health, Housing and Human Services

Healthy Families. Strong Communities.

September 19, 2019

Housing Authority Board of Commissioners
Clackamas County

Members of the Board:

Approval to apply for the U.S. Department of Housing and Urban Development
Family Self Sufficiency Grant Renewal Funding

Purpose/Outcomes	Approval to apply for Family Self Sufficiency renewal funding through the U.S. Department of Housing and Urban Development
Dollar Amount and Fiscal Impact	\$99,286/year
Funding Source	U.S. Department of Housing and Urban Development No County General Funds
Duration	1/1/2019 – 12/31/2019 (Annually Renewable)
Previous Board Action	FSS Grant approved by the HACC Board of Commissioners on September 20, 2018
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. Sustainable and affordable housing 2. Increased self-sufficiency for our clients 3. Ensure safe, healthy and secure communities
Counsel Review	N/A
Contact Person	Chuck Robbins - Executive Director, Housing Authority 503-650-5666
Contract No.	N/A

BACKGROUND:

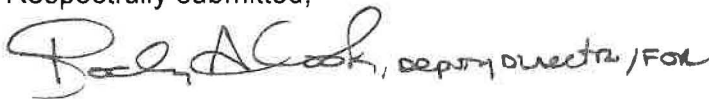
The Housing Authority of Clackamas County (HACC), a Division of Health, Housing and Human Services Department, requests approval to apply for the renewal of its Family Self Sufficiency (FSS) Program grant. The FSS renewal will provide twelve months of funding for 1.5 staff salary and benefits. The renewal amount is \$99,286.

HACC has utilized this funding since 1999 to maintain its FSS Coordinator positions. The purpose of the FSS program is to help voucher families progress toward self-sufficiency and establish escrow accounts for money management, homeownership, and education in the future. The FSS coordinator assures that program participants are linked to the supportive services they need to achieve self-sufficiency. The FSS renewal grant does not require matching funds. No County General Funds are needed.

RECOMMENDATION:

Staff recommends the Board authorize HACC to apply for the FSS Renewal Grant. Additionally, staff recommend the HACC Board authorize Jill Smith, HACC Executive Director, to sign on behalf of the Housing Authority of Clackamas County, all documents related to the FSS Grant renewal.

Respectfully submitted,



Richard Swift, Director
Health, Housing and Human Services

September 19, 2019

Housing Authority Board of Commissioners
 Clackamas County

Members of the Board:

In the Matter of Writing off Uncollectible Accounts for the First Quarter of Fiscal Year 2020

Purpose/Outcomes	Approval to write off uncollectible rents, late charges and maintenance expenses for the first quarter of fiscal year 2020
Dollar Amount and Fiscal Impact	\$9,535.66 in total collection losses.
Funding Source	N/A
Duration	July 1, 2019 – September 30, 2019
Previous Board Action	Fourth quarter collection losses were approved by the Housing Authority Board of Commissioners on June 20, 2019
Strategic Plan Alignment	1. Efficient & effective services 2. Build Public Trust through good government
Counsel Review	N/A
Contact Person	Jill Smith, Executive Director, Housing Authority 503-742-5336
Contract No.	N/A

BACKGROUND:

The Housing Authority of Clackamas County (HACC), a Division of the Health, Housing and Human Services Department, requests the approval to write off uncollectible rents, late charges and maintenance expenses for the first quarter of fiscal year 2020 (July 1, 2019 – September 30, 2019). The uncollectible amounts are detailed on the attached worksheets.

The total amount proposed for transfer from Accounts Receivable to Collection Loss for the first quarter of fiscal year 2020 will be \$9,535.66. Of the total, \$9,346.81 is for Low Rent Public Housing, \$188.85 is for Local Project Fund. Of the total first quarter write offs, \$407.72 was for uncollected rents and \$9,127.94 was for maintenance repairs charged to tenants for repairs required to units before HACC could lease them to a new tenant.

As a business practice, the HACC writes off debts after 90 days of collection efforts. Former residents in Public Housing that have debts that are written off continue to be tracked and are reported to a Federal database that prohibits their participation in any other Public Housing program nationally until such debt is paid.

RECOMMENDATION:

HACC recommends the approval to write off uncollectible rents, late charges and maintenance expenses and for the Executive Director to be authorized to approve the transfer of these accounts from Accounts Receivable to Collection Loss.

Respectfully submitted,



Richard Swift, Director
 Health, Housing and Human Services

LRPH

Collection Loss for the period of

7/1/2019

to

9/30/2019

First Quarter of Fiscal Year 2020

Unit #	SS #	Name	Rent	Sundry	Total
			-	1,271.84	\$ 1,271.84
			350.79	552.91	\$ 903.70
			-	5,528.78	\$ 5,528.78
			(4.72)	583.77	\$ 579.05
			-	436.30	\$ 436.30
			61.65	565.49	\$ 627.14
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Write-off			407.72	8,939.09	9,346.81

Betty McKee
Accounting Specialist 1 - Betty McKee

Jason Kirkpatrick
Deputy Director of Finance - Jason Kirkpatrick

Jill Smith
Executive Director - Jill Smith

