

May 4, 2023

BCC Agenda Date/Item: _____

Housing Authority Board of Commissioners
 Clackamas County

Approval to apply for additional Veteran Administration Supportive Housing vouchers to assist veterans with housing stability. Anticipated grant value is \$300,000. Funding is through the US Department of Housing and Urban Development. No County General Funds Involved

| | | | |
|-------------------------------------|--|---------------------------|--------------|
| Previous Board Action/Review | Briefed at Issues, May 2, 2023 | | |
| Performance Clackamas | 1. Which indicator of success does this item affect? This funding provides additional housing support opportunities to veteran households and aligns with the strategic priority of ensuring access to safe, stable housing. | | |
| Counsel Review | No | Procurement Review | No |
| Contact Person | Toni Karter | Contact Phone | 503-650-3139 |

EXECUTIVE SUMMARY: The Housing Authority of Clackamas County (HACC), a division of the Health, Housing and Human Services Department (H3S) of Clackamas County, requests approval to apply for additional Veterans Administration Supportive Housing (VASH) vouchers from the US Department of Housing and Urban Development. The Veteran Administration supports the vouchers with case management services, thus increasing the available permanent supportive housing options for some of our most vulnerable veterans.

On April 10, 2023, HUD issued a notice to Public Housing Authorities of the availability of additional or first-time awards of VASH vouchers. Awards will be based on relative need as agreed to by the local Veteran Administrative Office (VA) and VA data sets. The VA has determined that our Housing Authority could utilize and they could support additional VASH vouchers to serve more veterans in need in our community.

HACC plans to submit a registration of interest for an additional allocation of VASH vouchers with a letter of commitment from the partnering VA to provide case management services. Invitations to apply will be sent to registered Housing Authorities based on an allocation formula.

For Filing Use Only

Additional information and instructions on applying will be included in HUD's invitation to apply and are not yet known at this time.

RECOMMENDATION: Staff recommends the Board approve the submission of the registration of interest for an allocation of additional VASH vouchers and to apply if selected for allocation by HUD.

Respectfully submitted,

Rodney A. Cook

Rodney A. Cook
Director of Health Housing and Human Services

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, complete sections 1, 2 & 4 only. If direct appropriation, complete page 1 and Dept/Finance signatures only

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

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

Award Renewal? Yes No

| | |
|-------------------------------------|--|
| Lead Fund # and Department: | H3S-HACC - 610 |
| Name of Funding Opportunity: | 2023 Mid-Year Registration of Interest for HUD-VASH Vouchers-Notice PIH 2023-09 (HA) |

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

| | |
|--|--------------------------|
| Requestor Information: (Name of staff initiating form) | Toni Karter |
| Requestor Contact Information: | 503-650-3139 |
| Department Fiscal Representative: | Darren Chilton |
| Program Name & Prior Project #: (please specify) | HUD-VASH Voucher Program |

Brief Description of Project:

The Housing Authority of Clackamas County (HACC) is requesting to apply for additional vouchers to expand the current HUD-Veterans Affairs Supportive Housing (HUD-VASH) program. HACC has the full support of the Veterans Administration (VA) who provides the services to vouchers holders. A Registration of Interest in being awarded additional VASH vouchers is due by May 10, 2023. Awards are made based on an allocation formula using relative need and VA data. If awarded an allocation, HACC will receive an invitation to apply for a specific number of vouchers. Awards can range from 5-500 however based on previous awards, an estimated award amount for HACC would be 25 vouchers (~ \$300,000). Award automatically renews yearly with the submission of HACC's annual plan - awarded vouchers are ongoing to provide consistent housing stability to veterans.

Name of Funding Agency: US Department of Housing and Urban Development (HUD)

Notification of Funding Opportunity Web Address: https://www.hud.gov/sites/dfiles/PIH/documents/PIH_2023_09.pdf

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: | | Funding Agency Award Notification Date: | TBD |
| Announcement Date: | April 10, 2023 | Announcement/Opportunity #: | Notice PIH 2023-09 (HA) |
| Grant Category/Title | Federal Grant - Vash vouchers | Funding Amount Requested: | award based on an allocation |
| Allows Indirect/Rate: | Yes, estimate 8% or less | Match Requirement: | none |
| Application Deadline: | May 10, 2023 (registration of interest) | Total Project Cost: | approx. \$300,000 |
| Award Start Date: | TBD | Other Deadlines and Description: | If awarded, HACC will receive an invitation to apply for a specific numb |
| Award End Date | N/A - vouchers are continuous | | |
| Completed By: | Toni Karter | Program Income Requirements: | 0 |
| Pre-Application Meeting Schedule: | Exchanges over email through April | | |

Additional funding sources available to fund this program? Please describe:
none

How much General Fund will be used to cover costs in this program, including indirect expenses?
0

How much Fund Balance will be used to cover costs in this program, including indirect expenses?

The award will cover the costs of rent assistance and administration for the additional vouchers to expanding the existing VASH program.

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?

1. This funding aligns with H3S's strategic priority to ensuring access to Safe, Stable Housing
2. This funding aligns with the County's strategic priority to ensure safe, healthy, and secure communities

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

Veteran Administration provides services to the Veterans in a partnership with VASH vouchers that serve Veterans in need of housing assistance.

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

The objective is to provide rent assistance to veteran households. This expands our existing VASH program.

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

Yes, Veteran Administration Supportive Housing (VASH) Program and adding vouchers allows us to serve more veterans as are limited by number of vouchers how many we can serve with rental assistance.

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?

Yes, HACC has highly qualified staff to administer the additional vouchers.

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

Yes. Services are provided by the Veterans Administration and they are providing a letter of support for our Registration of Interest as required by HUD. We provide the Rental Assistance administration and they provide the services.

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.)?

No

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.)?

No just an expansion of the vouchers we have available, the vouchers are ongoing to provide consistent housing stability for veteran households and automatically renews with our submission of HACC's Annual Plan.

Collaboration

1. List County departments that will collaborate on this award, if any.
Health Housing and Human Services

Reporting Requirements

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

Standard HUD reporting for federal voucher programs. No new reporting added. Current VASH program reports from the inhouse YARDI system to HUD systems: PIC weekly 50058 submission updates, VMS monthly reporting, and SEMAP annual summary.

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?

Data is tracked in YARDI for all HACC voucher programs including VASH. HUD reports are pulled rom this data source, as needed.

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

Same as the current VASH program as this is just an expansion of vouchers not a new program.

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.
None are needed. Award will fund the program expansion.

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.)?
No match is required.

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?
Yes at a maximum of 8% of the total grant awarded

Other information necessary to understand this award, if any.

The number of vouchers we apply for will be determined by HUD, if allocated and awarded. We currently can only submit our Registration of Interest in being allocated additional VASH vouchers. Based on past awards, HACC would likely be awarded approximately 25 additional vouchers however the award amount could vary.

Program Approval:

Toni Karter

4/18/2023

Toni Karter

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)

Toni Karter

4/18/2023

Toni Karter

Name (Typed/Printed)

Date

Signature

DEPARTMENT DIRECTOR (or designee, if applicable)

Adam Brown

Apr 18, 2023

Adam Brown
Adam Brown (Apr 18, 2023 13:59 PDT)

Name (Typed/Printed)

Date

Signature

FINANCE ADMINISTRATION

Elizabeth Comfort

Apr 18, 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 under \$150,000 email form to Christina Fadenrecht at CFadenrecht@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.