

March 2, 2023

BCC Agenda Date/Item: _____

Board of County Commissioners
 Clackamas County

Approval to Submit Final HOME American Rescue Plan Allocation Plan. Grant value is \$3,649,508 for 10 years. Funding is through a Federal HOME grant. No County General Funds are involved.

Previous Board Action/Review	02-17-2022 , item III.A.6 Planning Grant Application Approval 01-31-2023 Issues Meeting Date 02-02-23 BCC Public Hearing 02-28-23 Issues Meeting Date		
Performance Clackamas	1. Which indicator of success does this item affect? Affordable Housing – increased number		
Counsel Review	No	Procurement Review	No - NA
Contact Person	Mark Sirois	Contact Phone	503-351-7240

EXECUTIVE SUMMARY: Clackamas County was notified by the U.S. Department of Housing and Urban Development (HUD) on September 20, 2021 that \$3,649,508 HOME American Rescue Plan (HOME-ARP) funding was available through section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2). In September 2022, County staff began the research and consultation process with community homeless services providers to develop an allocation plan for these HOME-ARP funds.

A draft report was posted on January 23, 2023 at: <https://www.clackamas.us/communitydevelopment>
 Comments will be accepted until Friday, February 10, 2023 at 2 p.m.

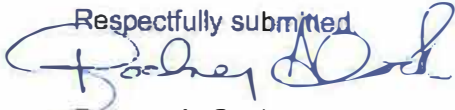
The Board held a public hearing on February 2, 2023. One supportive public comment was submitted by email. The HOME ARP Plan has been updated with public hearing and public comment information.

Plan Summary:
 \$3,102,082 for Development of Affordable Rental Housing
\$ 547,426 for Grant Administration
 \$3,649, 508 Total Grant funds

For Filing Use Only

RECOMMENDATION: Staff recommends Approval of the HOME ARP plan and signature authorization on the required HUD SF424 forms.

Respectfully submitted



Rodney A. Cook
Director
Health, Housing and Human Services (H3S)

HUD SF 424 forms and Certifications
HOME ARP Plan

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
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* 3. Date Received: _____	4. Applicant Identifier: CLACKAMAS COUNTY 2021 HOME ARP
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5a. Federal Entity Identifier: NVWKA VB8JND6	5b. Federal Award Identifier: M21-UP-41-0201
--	--

State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
---	---

8. APPLICANT INFORMATION:

* a. Legal Name: CLACKAMAS COUNTY, OREGON	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 93-6002286	* c. Organizational DUNS: 0969926560000

d. Address:

* Street1: 2051 KAEN ROAD #245
Street2: _____
* City: OREGON CITY
County/Parish: _____
* State: OR: Oregon
Province: _____
* Country: USA: UNITED STATES
* Zip / Postal Code: 97045-4035

e. Organizational Unit:

Department Name: HEALTH, HOUSING & HUMAN SERVICES	Division Name: HOUSING & COMMUNITY DEVELOPMENT
--	---

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mr.	* First Name: MARK
Middle Name: _____	
* Last Name: SIROIS	
Suffix: _____	

Title: MANAGER

Organizational Affiliation: CLACKAMAS COUNTY

* Telephone Number: 503-351-7240	Fax Number: 503-655-8563
---	---------------------------------

* Email: MARKSIR@CLACKAMAS.US

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

HOME ARP - HOME INVESTMENT PARTNERSHIP PROGRAM ARP

*** 12. Funding Opportunity Number:**

861/50205

* Title:

The HOME-ARP Grant pursuant to the authority of the HOME Investment Partnerships Act (42 U.S.C. 12701 et seq.) and Section 3205 of the American Rescue Plan (P.L. 117-2) (ARP)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

HOME ARP APPLICATION FOR HOME INVESTMENT PARTNERSHIP PROGRAM

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="3, 649, 508 . 00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="0 . 00"/>
* f. Program Income	<input type="text" value="0 . 00"/>
* g. TOTAL	<input type="text" value="3, 649, 508 . 00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a This application was made available to the State under the Executive Order 12372 Process for review on
- b Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix * First Name:
Middle Name:
* Last Name:
Suffix:

* Title

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Chair, Board of Clackamas County
APPLICANT ORGANIZATION	DATE SUBMITTED
CLACKAMAS COUNTY, OREGON	

HOME-ARP CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the participating jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing pursuant to 24 CFR 5.151 and 5.152.

Uniform Relocation Act and Anti-displacement and Relocation Plan --It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It will comply with the acquisition and relocation requirements contained in the HOME-ARP Notice, including the revised one-for-one replacement requirements. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42, which incorporates the requirements of the HOME-ARP Notice. It will follow its residential anti-displacement and relocation assistance plan in connection with any activity assisted with funding under the HOME-ARP program.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations and program requirements.

Section 3 --It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

HOME-ARP Certification --It will use HOME-ARP funds consistent with Section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2) and the CPD Notice: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program*, as may be amended by HUD, for eligible activities and costs, including the HOME-ARP Notice requirements that activities are consistent with its accepted HOME-ARP allocation plan and that HOME-ARP funds will not be used for prohibited activities or costs, as described in the HOME-ARP Notice.

Signature of Authorized Official

Date

CHAIR, BOARD OF CLACKAMAS COUNTY

Title

CLACKAMAS COUNTY
Department of Health, Housing and Human Services

HOME - ARP Allocation Plan
Substantial Amendment to the FY21-22 Annual Action Plan



FEBRUARY 2023

CLACKAMAS COUNTY BOARD OF COMMISSIONERS

Chair: Tootie Smith

Commissioner: Paul Savas

Commissioner: Martha Schrader

Commissioner: Mark Shull

Commissioner: Ben West

County Administrator
Gary Schmidt

DEPARTMENT OF HEALTH, HOUSING AND HUMAN SERVICES

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

2051 Kaen Road
Oregon City, Oregon
(503) 655-8591

www.clackamas.us/communitydevelopment

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7. HOME-ARP Refinancing Guidelines...NA	
8. ATTACHMENT A: Public Comments	

Background

Clackamas County is an urban and rural county within the Portland/Vancouver metropolitan statistical area (figure 1). The US Census Bureau estimates a population size of 422,537 as of July 1, 2021, with the majority of those residing in the urban area adjacent to Multnomah County (to the north) and Washington County (to the west). It encompasses 1,879 square miles.



Figure 1: Portland/Vancouver Metropolitan Statistical Area

The Clackamas County Department of Health, Housing and Human Services (H3S) includes:

- A public housing authority,
- A housing and community development division,
- A public health division,
- A social services division,
- A prevention and workforce services division
- A behavioral health division, and
- A primary care division.

H3S is often a convener of agencies to apply for funding, build facilities and provide services to vulnerable populations. In some cases, the county provides the services, and in other cases, non-profit agencies provide the housing or services.

The 2020 COVID19 Pandemic created a rapid increase in homelessness and put thousands more people at risk of homelessness in Clackamas County and the Portland Metro area. Federal and state-funded rent assistance programs were overwhelmed with requests for assistance. Clackamas County operated an extensive hotel voucher program and also provided non-congregate shelter to homeless individuals and families.

Local Metro Bond funds for affordable housing development and homeless services are just beginning to make an impact on the number of homeless persons in Clackamas County, however rental housing, which is already high cost, has become even more unattainable for low-income families due to escalating rent increases.

Clackamas County was notified by the U.S. Department of Housing and Urban Development (HUD) on April 28, 2021 that the allocation for HOME American Rescue Plan (HOME-ARP) was

\$3,649,508. In September 2022, County staff began the consultation process to develop an allocation plan for these HOME-ARP funds to submit to HUD.

HOME-ARP Consultation Process

In September 2022, Clackamas County staff conducted phone, email, and virtual conversations with the agencies listed in Table 1 below regarding the current system of services and facilities for the qualifying populations, as well as the gaps in available affordable housing units, public facilities and available homeless services:

Agency/Org. Consulted	Agency/Org Type	Consultation Method	Feedback
Housing Authority of Clackamas County	Public Housing Authority	Public meeting or online discussion	Supportive of facilities and new units
Clackamas County Continuum of Care	Homeless Services	Survey email request	Supportive of facilities and new units
Clackamas County Social Services	Veterans and Homeless services provider	Phone and online discussion	Supportive of facilities and new units. Rent assistance
Clackamas Women’s Services	Domestic Violence Service Provider	Survey email request	Supportive of facilities and new units
Northwest Housing Alternatives	Homeless Services Provider	Survey email request	Provide more Supportive of facilities and new units
Northwest Family Services	Homeless Services Provider	Survey email request	Provide more supportive services, facilities, new units
Greater New Hope Family Services	Homeless Services Provider	Housing First Aid Diversion Training	Provide more supportive services, facilities, new units
Impact NW	Homeless Services Provider	Housing First Aid Diversion Training	Provide more supportive services, facilities, new units
El Programa Hispano Catòlico	Homeless Services Provider	Housing First Aid Diversion Training	More supportive services, facilities, new units
Clackamas County Disability Services Advisory Council (DSAC)	State council of advocates committee	Phone and online discussion	Provide more affordable, accessible new housing units
Clackamas County Developmental Disabilities Program	Services for disabled adults	Phone and online discussion	Provide more supportive services, facilities
Fair Housing Council of Oregon	Fair Housing Rights, civil rights, rights of persons with disabilities	Survey email request	No Response
Central City Concern	Homeless Housing and Services Provider	Housing First Aid Diversion Training	Provide more supportive services, facilities, new units
Bridges to Change	Homeless Housing and Services Provider	Housing First Aid Diversion Training	Provide more supportive services, facilities, new units
Father’s Heart	Homeless Housing and Services Provider	Housing First Aid Diversion Training	Provide more supportive services, facilities, new units

Table 1: HOME-ARP Consulting Agencies/Organizations

Public Participation

Clackamas County's method for accomplishing broad and far-reaching public participation and input on the HOME-ARP Plan is a multi-faceted process that began in January 2023:

- The HOME-ARP Plan draft was posted on the County website with a link to comment
- Housing and Homeless Services partners were asked to share the draft and specifically request input from members of qualifying populations
 - A Public Hearing was held on February 2, 2023. A public notice of the hearing with a request for participation was issued via the County Facebook, Twitter, NextDoor, etc.

NOTICE OF PUBLIC HEARING

The Clackamas County Board of County Commissioners will hold a

PUBLIC HEARING

Commissioners are encouraging the public to participate digitally using Zoom in weekly Business Meetings. BCC website:

<https://www.clackamas.us/meetings/bcc/business>

Online via Zoom or in person at:

Public Services Building

Hearings Room - 4th Floor, Room 409

2051 Kaen Road

Oregon City, Oregon

on Thursday, February 2, 2023 at 10:00 A.M.

Clackamas County was notified by the U.S. Department of Housing and Urban Development (HUD) on September 20, 2021 that \$3,649,508 HOME American Rescue Plan (HOME-ARP) funding was available through section 3205 of the American Rescue Plan Act of 2021 (P.L. 117-2). In September 2022, County staff began the research and consultation process with community homeless services providers to develop an allocation plan for these HOME-ARP funds.

The purpose of the meeting will be to receive testimony from community members on the County's draft HOME ARP plan.

Community member comments and views received during the comment period and at the hearing will be considered and included in the approved HOME ARP Plan submitted to HUD.

A draft report was posted on January 23, 2023 at: <https://www.clackamas.us/communitydevelopment>

Comments will be accepted until Friday, February 10, 2023 at 2 p.m.

For more information contact Mark Sirois at marksir@clackamas.us.

Reasonable accommodation will be provided for any individual with a disability

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the Section 504 Coordinator.

Determinations on requests for reasonable accommodation will be made on a case-by-case basis. All requests must be made at least 5 days before the meeting date.

Contact: Mark Sirois, Clackamas County Community Development, 2051 Kaen Road, Suite 245, Oregon City, Oregon 97045.

Telephone: (503) 655-8591. E-Mail: marksir@clackamas.us.

- The HOME-ARP Plan draft was sent via direct emails to homeless Continuum of Care (CoC) members and participating agencies requesting input and comments.
- The Plan draft was also sent to the Community Development Community Participation email distribution list for input and comments.

Clackamas County has been working to address homelessness in a variety of ways including expanding current services, building new housing units, and expanding current homeless facilities.

There have been other efforts made to broaden public participation and input on these and other potential solutions, which include:

Project Turnkey

In September 2022, Clackamas County received a Project Turnkey grant commitment for the purchase of a hotel or motel to establish transitional housing for people experiencing homelessness. Community members and businesses in the areas where hotel purchases were considered were invited to contact the county to share their comments through January 31, 2023 via a County message line for Project Turnkey: 503-655-TKEY (8539), and also through an online web survey: <https://www.surveymonkey.com/r/N3BR3CX>.

Project Turnkey is a proposed transitional housing community that will be a crucial part of the path forward for those trying to exit homelessness in Clackamas County. The county has a severe shortage of affordable housing and is urgently creating new housing placements and affordable apartments. This transitional housing option will be critical to connecting people back to these new housing solutions.

Once Project Turnkey is operational, households will be placed in private rooms while permanent housing is found for them. During this time, they will receive other services and resources to help stabilize their situation. On-site staff will ensure that participants are connected to what they need and that the transitional community remains a positive presence in the neighborhood.

At the Dec. 8, 2022 weekly business meeting, the Board of County Commissioners approved a purchase and sale agreement with the owners of the Quality Inn located at 9717 SE Sunnyside Road in Clackamas (see [video](#) and [corresponding packet](#)). Clackamas County has 75 days to conduct due diligence on the site, and Project Turnkey 2.0 funding will be awarded at closing, following a determination of site suitability and quality. The closing of this transaction will be contingent on final written approval of the Board.

Clackamas County will continue to conduct community engagement activities, including contacting adjacent property owners and making public presentations to interested stakeholder groups.

County survey receives more than 3,600 responses

During May 2021, in anticipation of allocating ARPA funds, Clackamas County invited residents to participate in a community survey to gauge how Clackamas County residents valued a variety of potential uses of ARPA funding.

More than 3,600 people took the English-language survey, which was the second-highest survey response rate in county history. Spanish-language and Russian-language versions of the survey were also offered and dozens of community members submitted responses.

More than 50% of respondents stated that investments that support local businesses, support local nonprofits, and enhance broadband access were “valuable” or “somewhat valuable.” The survey results are just one of many resources Clackamas County Commissioners can use when making decisions about how best to invest critical funds.

Clackamas County Supportive Housing Services (SHS) Community Engagement

Beginning in October 2022, Clackamas County Supportive Housing Services (SHS) staff have held several events to engage the public and service providers to increase the capacity of agencies to provide services to homeless persons. These include:

- **Housing First Aid/Diversion Trainings**

On November 15 and 16, 2022, SHS staff provided networking opportunities and case manager training on several topics including: Client Choice and Empowerment, Conflict Resolution Theory applied to housing solutions, Maximizing Community Resources, Housing First Aid, and Mental Health First Aid.

- **Built for Zero/By-Name List**

The Supportive Housing Services Team is working with Built for Zero to develop a comprehensive list of all people experiencing homelessness in Clackamas County. The list is designed to be updated in real time with information to identify them by name, track their homeless history, health, and housing needs, which allows for better connection to needed services through weekly case conferencing of providers.

Case conferencing began a few weeks ago, and so far, the group has met several times. In addition to matching persons to housing services, case conferencing facilitates the identification of crisis needs, which can be addressed more quickly through collaboration between system partners. Partnerships include but are not limited to: Clackamas Women’s Services, housing providers, street outreach and drop-in service providers, Corrections, Oregon State Department of Human Services (DHS).

Summarization of the comments and recommendations received through the public participation process: The County has been conducting community meetings about homelessness, treatment facilities and additional housing.

Community members are very concerned about the rising number of homeless persons in every community as well as the increasing cost of renting apartments and housing to purchase. Community members want cities and counties to provide more services, facilities, and affordable housing to “get people off the streets”.

Homeless services providers are engaging with County SHS staff to expand and strengthen all services and housing options for persons experiencing homelessness in Clackamas County and the Portland Metro Region.

All comments were accepted and are included in **Attachment A**.

Needs Assessment and Gaps Analysis

HOME-ARP Qualifying Populations include:

- Persons who are homeless;
- Persons at-risk of homelessness;
- Persons fleeing, or attempting to flee, domestic violence, sexual assault, stalking, or human trafficking;

- Other populations where providing supportive services and/or assistance would prevent homelessness or would serve those with the greatest risk of housing instability;
- Veterans and families that include a veteran family member that meet one of the preceding criteria.

The unmet housing and service needs of qualifying populations are described below using data reported in Clackamas County’s 2022-2026 Consolidated Plan.

Based on the Clackamas County Coordinated Housing Access data, as of January 2022, one thousand three hundred and thirty one (1,331) households totaling 1,908 people were homeless and in need of housing assistance. One thousand fifty one (1,051) were in Adult only Households.

Veterans: Seventy-nine of the homeless households had a veteran. Twenty-nine (37%) were chronically homeless; thirty-four (43%) were homeless and another sixteen (20%) were at-risk of becoming homeless.

Families with Children: A total of 225 families with children were counted as homeless. The average household size was 2.92, which equals 657 persons in families with children – 42% of those households were chronically homeless (95 households), 28% (63 households) were homeless and another 30% (67 households) were in danger of becoming homeless.

Racial data: 2022 housing waitlist data is used to identify the number of homeless persons, both sheltered and unsheltered. Of those on the waitlist:

- 78% identify as white
- 7% identify as multiple races
- 5% identify as Black/African American
- 3% identify as Native American or Alaska Native
- 6% had missing data or refused to answer
- 1% identify as Native Hawaiian or Pacific Islanders
- 0.5% identify as Asian.

The combined data of several recent homeless reports (Supported Housing Services Annual Report, Homeless Count, and Coordinated Housing Access Report) indicates the following trends:

- Adult Only Households are significantly more unlikely to be unsheltered. However, the current inventory in Clackamas County has little capacity for Adult Only Households.
- There has been a dramatic increase in need for Youth Households under the age of 25, perhaps because of increased outreach services targeting youth.
- The number of unsheltered Veterans has decreased significantly, likely resulting from the availability of veteran-specific resources. *Veterans served in Veterans Village Transitional Facility remain on the CHA waitlist.*

- The population within the Urban Growth Boundary (UGB) in need of services is over five (5) times greater than the population outside of the UGB. Clackamas County communities inside the UGB include Lake Oswego, Milwaukie, West Linn, Oregon City, Gladstone, and Happy Valley. The top five communities outside the UGB includes Molalla (reporting 25 homeless persons), Canby (24), Sandy (19), Estacada (10) and Boring (10) (see Figure 2).



Figure 2: Clackamas County Urban Growth Boundary (Metro Data Resource Center)

Fleeing or attempting to Flee Domestic Violence

Of the 1,331 households counted in the most recent CHA Waitlist analysis, 31% (412 households) reported that they were survivors of domestic violence. Nearly half of those survivors (47% or 194 households) were also experiencing chronic homelessness.

Clackamas County’s Continuum of Care (CoC) ensures that survivors of domestic violence, dating violence, sexual assault, or stalking have access to all of the housing and services available within the CoC’s geographic area, not just those run by victim service organizations. All survivors of Domestic Violence, Dating Violence, Sexual Assault, and Stalking are enrolled to all housing waiting lists for which they are eligible. As housing slots open, survivors are housed directly into CoC programs or other housing options from DV or mainstream waitlists.

Other At-Risk Populations

Characteristics of housing instability and risk of homelessness are complex and multidimensional, however the most common problem for low-income renters and owners is cost burden – most are paying more than 50% of household income to housing costs.

- 5,239 of Renter households with incomes below 30% of the Area Median Income (AMI) are paying more than 50% of their incomes for housing. Of all low-income households, 9,751 of Renters are paying more than 50% of their income.
- 4,046 of Owner households with incomes below 30% of AMI. Of all low-income Owner households 9,221 are paying more than 50% of their income for housing needs.

The combined total of low income Renters and Owners paying more than 50% of their income for housing is 18,972 households. All these households are at risk of homelessness whenever an

unexpected expense or loss of income occurs (see Table 2).

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,587	1,103	365	3,055	864	834	738	2,436
Large Related	285	183	0	468	224	129	145	498
Elderly	1,773	1,195	539	3,507	2,041	1,385	1,176	4,602
Other	1,594	958	169	2,721	917	383	385	1,685
Total need by income	5,239	3,439	1,073	9,751	4,046	2,731	2,444	9,221

Table 2: Households Paying More Than 50% of Income on Housing (2013-2017 CHA)

Other homeless and/or at-risk populations include those with untreated mental health and/or addiction issues. Based on the latest information in the Homeless Management Information System (HMIS), at entry, 612 homeless people needing housing had a mental health disorder, 119 people reported an alcohol and drug disorder.

Current Housing Resources and Services

There are a number of resources currently available to assist qualifying populations, including congregate and non-congregate shelter units, supportive services, Tenant-Based Rent Assistance, and affordable and permanent supportive housing.

- **Clackamas County Supportive Housing Services**

The focus of Clackamas County Supportive Housing Services (SHS) activities during the 2021-2022 program year was developing an internal service and contracting system, and building the capacity of external service providers. SHS confronted an unprecedented challenge of expanding a limited infrastructure and capacity in a very short time to meet the growing demands for housing and homeless services. In the first year, the county, through SHS committed \$10.8 million for the launch of new programs and services across many programmatic areas.

Components of this work included stabilizing two high-performing shelter programs and initiation of permanent supportive housing services. Several procurements for new services were launched during the second year of the program, totaling approximately \$7.5 million. These procurements resulted in 14 contracts – the largest investment in housing and homeless services in the history of Clackamas County.

- **Clackamas County Continuum of Care**

CoC coordinates the distribution of \$4 million in federal funding annually to support over 1,300 emergency shelter, transitional, and permanent supportive housing beds. CoC funded inventory of year-round beds for homeless persons includes 120 extreme weather beds for climate emergencies, 72 beds for households without children, 168 beds for households with children – a total of 240 Emergency Shelter beds. Transitional housing and interim housing funded by CoC includes 33 beds for families with children, 47 beds for adult only households – totaling 80 Transitional beds.

- **Clackamas County Social Services Division**

Social Services Division housing programs and services receive COVID CARES Act federal and state homeless services grants. The Social Services' Rent Assistance Team spent nearly \$14 million in federal and state rent assistance funding to stabilize housing for 1,420 Clackamas County households. Most of these services and rent assistance COVID CARES Act funds were one-time funds that are no longer available.

- **Non-Profit Housing and Supportive Services**

Clackamas Women's Services (CWS), Northwest Family Services (NWFS), and Immigrant and Refugee Community Organization (IRCO) operate transitional housing facilities that serve people experiencing homelessness due sexual assault, domestic violence, stalking, the sex industry, and elder abuse. Based on recent homeless Continuum of Care data, there are currently 63 beds available for households with no children, and 227 beds for households with children – a total of 290 beds for persons fleeing domestic violence.

- **Housing Authority of Clackamas County**

The Housing Authority recently completed the remodel of an elder care facility to become 47 studio units for persons who are homeless and disabled. The Tukwila Springs apartments provide secure permanent housing as well as supportive services on-site, including nutrition, health care, dental, and mental health services.

Gaps in Housing, Shelter, and Services

Clackamas County waitlist and homeless count numbers demonstrate that the number of homeless persons is more than twice the number of available beds and services in Clackamas County. Of the one thousand nine hundred and eight (1,908) homeless persons counted in the Coordinated Housing Access waitlist, 98 are in temporary emergency shelter beds until other transitional and/or permanent housing can be found. Most emergency shelter beds are for adults.

Clackamas Women's Services and Northwest Family Services are the two domestic violence service providers in our Continuum that provide housing to people experiencing homelessness due sexual assault, domestic violence, stalking, the sex industry and elder abuse. The number of shelter beds available for women and children is 290.

There are 40 year-round beds for Transitional Housing and 410 beds for rapid rehousing.

Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions in its definition of "other populations" as established in the HOME-ARP Notice:

The characteristics of housing associated with instability and risk of homelessness are multi-layered, however the most common problem for low-income renters and homeowners is the cost burden of paying more than 50% of household income to housing costs. For persons fleeing or attempting to flee domestic violence, sexual assault, stalking, and human trafficking, there are few safe housing alternatives. Affordable housing options that include supportive services must also be available to facilitate stability for persons experiencing mental health and/or addiction issues, persons with disabilities, or other crises affecting their ability to be housed.

Identify Priority Needs for Qualifying Populations

Priority needs for qualifying populations include:

- Permanent, affordable housing with integrated supportive services.
- Permanent, affordable housing.
- Emergency shelter and transitional housing with integrated supportive services to stabilize before permanent placement (those who are homeless, those fleeing/attempting to flee domestic violence and related, those in need of support to prevent homelessness, veterans).

Explain how the level of need and gaps in its shelter and housing inventory and service delivery systems based on the data presented in the plan were determined:

The needs assessment and gaps in Clackamas County’s shelter and housing inventory was based on a review of the current Consolidated Plan data, the homeless Continuum of Care (CoC) bed inventory, the Homeless Point-In-Time Count and the Coordinated Housing Access (CHA) waitlist data. Service delivery system data was obtained through program reports from service providers.

HOME –ARP Activities

Describe the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and or contractors and whether the PJ will administer eligible activities directly:

Clackamas County staff may solicit proposals for potential affordable housing developers or others to develop a variety of housing facilities. There are also a number of housing proposals already being considered by the County, including projects planned by the internal housing development office which is part of the Housing Authority of Clackamas County (HACC).

The County will use a variety of methods to solicit new and/or select proposed affordable housing projects to serve the HOME-ARP qualifying populations.

If any portion of the PJ’s HOME-ARP administrative funds were provided to a subrecipient or contractor prior to HUD’s acceptance of the HOME-ARP allocation plan because the subrecipient or contractor is responsible for the administration of the PJ’s entire HOME-ARP grant, identifying the subrecipient or contractor and describe its role and responsibilities in administering all of the PJ’s HOME-ARP program.

No portion of HOME-ARP administrative funds were provided to a sub-recipient or contractor.

Use of HOME–ARP Funding

	Funding Amount	Percent of Grant	Statutory Limit
Supportive Services	0		

Acquisition and Development of Non-Congregate Shelters	0		
Tenant Based Rental Assistance (TBRA)	0		
Development of Affordable Rental Housing	\$3,102,082		
Non-Profit Operating	0		5%
Non-Profit Capacity Building	0		5%
Administration and Planning	\$547,426	15%	15%
Total HOME-ARP Allocation	\$3,649,508		

Additional Narrative, if applicable:

Proposed projects for HOME-ARP funds include the development of affordable rental housing, including affordable housing situations that incorporate supportive services to facilitate stability for residents experiencing a variety of challenges.

Describe how the characteristics of the shelter and housing inventory, service delivery system, and the needs identified in the gap analysis provided a rationale for the plan to fund eligible activities:

The data gathered in the needs assessment/gap analysis clearly provide a rationale for the proposed projects in Clackamas County’s HOME-ARP Plan. The County has a growing vulnerable, low-income population that is paying more than 50% of their income for housing. The homeless population has also grown and COVID CARES Act funding was used to provide temporary housing to some households. However, most of this funding has been expended, and housing assistance still remains a critical need for this population.

Clackamas County is now developing a Supportive Housing Services network of providers to coordinate local and federal funds to work with all HOME-ARP Qualifying Populations to provide resources, support, and secure permanent housing opportunities. The HOME-ARP funds will assist in those efforts by contributing to the development of new affordable housing units.

Clackamas County receives local tax bond funds for housing development and homeless services which are administered by the Supportive Housing Services (SHS) Team. The County’s Social Services Division also has state homeless assistance funds to provide rent assistance and services. The Continuum of Care also provides Federal funding for homeless services and rent assistance for permanent supporting housing.

The County is engaging communities to expand the limited shelter capacity to provide entry points for homeless families and individuals to access permanent supportive housing units. It is also working with non-profit housing developers to secure more funds to produce more units for vulnerable populations. This HOME-ARP Plan focuses on production of more affordable housing.

HOME –ARP Production Housing Goals

Estimate the number of affordable rental housing units for qualifying populations that the PJ will produce or support with its HOME-ARP allocation:

HOME-ARP funds will be used to create approximately 20 HOME-ARP units.

Describe the specific affordable rental housing production goal that the PJ hopes to achieve and describe how it will address the PJ's priority needs:

Production of new affordable housing units is the number 1 goal listed in Clackamas County's 2022-2026 Consolidated Plan. The proposed HOME-ARP funded 20 units of new, affordable rental housing will address priority needs for all HOME-ARP qualifying populations.

Preferences

Identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project:

The Continuum-of-Care Coordinated Housing Access referral system will serve all Qualifying populations with no preference given to one population over the other.

If a preference was identified, explain how the use of a preference or method or prioritization will address the unmet need or gap in benefits and services received by individuals and families in the qualifying population or category of qualifying population, consistent with the PJ's needs assessment and gap analysis:

Not Applicable

If a preference was identified, describe how the PJ will use the HOME-ARP funds to address the unmet needs or gaps in benefits and services of other qualifying populations that are not included in the preference:

Not Applicable

Referral Methods

Identify the referral methods that the PJ intends to use for its HOME-ARP projects and activities. PJ's may use multiple referral methods in its HOME-ARP program:

Clackamas County will use its Coordinated Housing Access system (CHA) to refer qualifying populations to housing developed with HOME-ARP funding.

If the PJ intends to use the coordinated entry (CE) process established by the CoC, describe whether all qualifying populations eligible for a project or activity will be included in the CE process, or the method by which all qualifying populations eligible for the project or activity will be covered:

Per Clackamas County's Continuum of Care and Emergency Solutions Grant Policy Manual, Coordinated Housing Access (CHA) prioritizes people most in need with a scoring system that awards more points for vulnerability factors including length of time homeless and disability. An added vulnerability index for people who self-reported chronically homeless eligibility captures medical fragility. Chronically homeless persons are prioritized for Permanent Supportive Housing

(PSH) beds in accordance with HUD guidance in CPD Notice 16-11. The determination will be documented in the client file.

Using factors to determine the level of vulnerability, all qualifying populations will be referred to housing created through HOME-ARP funding.

If the PJ intends to use the CE process established by the CoC, describe the method of prioritization to be used by the CE:

Clackamas County's Coordinated Housing Access (CHA) prioritizes people most in need with a scoring system that awards more points for vulnerability factors including length of time homeless and disability. An added vulnerability index for people who self-reported chronically homeless eligibility captures medical fragility. PSH referrals are prioritized by vulnerability, using HUD's Order and Priority, so that the most vulnerable people receive assistance first.

If the PJ intends to use both a CE process established by the CoC and another referral method for a project or activity, describe any method of prioritization between the two referral methods, if any:

Not Applicable.

HOME –ARP Refinancing Guidelines - Not applicable.

Clackamas County does not intend to use HOME-ARP funds to rehabilitate or refinance any properties.

Attachment A
Public Comments

From: [Cecily Rose](#)
To: [Sirois, Mark](#)
Subject: Community Block Grant Cycle
Date: Wednesday, January 25, 2023 10:00:24 AM

Warning: External email. Be cautious opening attachments and links.

Hi Mark,

I saw your email come through for the HOME ARP plan, that sounds really exciting and such a valued need in our County and communities.

I wanted to ask if you knew of any other additional grant funding that would come available in the near future? We are in the process after a years hunt of acquiring land in Molalla to build a new Senior Center. We have talked in the past about this, but I wanted to reconnect as we are starting to truly get to a place of seeing this to fruition.

Thanks for any info you can provide.

Cecily Rose
Director
Molalla Adult Community Center



www.molallaadultcenter.com

503-829-4214 ph

503-829-2445 fx

Where a community unites and where thoughtful, committed volunteers change the world.

February 17, 2022

Board of County Commissioner
Clackamas County

Members of the Board:

Approval of Grant Agreement #M21-UP410201 with the Department of Housing and Urban Development (HUD), acting by and through its Health, Housing and Humans Services Department for access to \$182,475 (5%) of the total 2021 HOME – American Rescue Plan (HOME-ARP 2021) grant (\$3,649,508).

No County General Funds are involved.

Purpose/Outcomes	Acceptance of the 2021 HOME-American Rescue Plan (HOME-ARP 2021) grant agreement from HUD to access 5% of total grant for eligible program administration and planning activities to begin work on the HUD required Allocation Plan - to engage in consultation and public participation processes and to identify how Clackamas County intends to distribute and use the funds to address the needs of HOME-ARP qualifying populations (QP).
Dollar Amount and Fiscal Impact	access to \$182,475 (5% of total 15% eligible administrative cap); \$3,649,508 total HOME-ARP 2021 grant amount
Funding Source	Funding provided by the Department of Housing and Urban Development (HUD). No County General Funds are involved.
Duration	Effective September 20, 2021 and terminates on September 30, 2030 (10 years).
Previous Board Action	This item was presented at issues on 2/15/22
Counsel Review	n/a; Lifecycle form (attached) and signed by H3S Director and Clackamas County Finance Director November 2021.
Procurement Review	No – acceptance of a HUD grant, no goods or services procured.
Strategic Plan Alignment	HOME-ARP 2021 funding will be used, as determined by the Allocation Plan; and align with the MFR goal of ensuring a safe, healthy and secure community.
Contact Person	Pamela Anderson, Community Development Manager (971) 804-3464
Contract No.	10559

BACKGROUND:

Clackamas County Community Development Division (CCD) of the Health, Housing & Human Services Department received from HUD a transmittal letter and grant agreement (attached) on September 21, 2021 for the HOME American Rescue Plan Act. The Lifecycle form was prepared, discussed and signed in November 2021 (attached).

This funding is to assist qualified individuals or households who are houseless, at risk of houselessness, and other vulnerable populations; by providing housing, rental assistance, supportive services and non-congregate shelter, to reduce houselessness and increasing housing stability across Clackamas County.

Process:

1. Prepare BCC Staff Report for sharing an overview of the HOME-ARP funding (including a HUD required Allocation Plan to identify priorities and recommending priorities) for CC approval to accept the funds.
 - a. Completion of this step allows CC/H3S/CDD to utilize 5%/\$182,475.40 of eligible Administrative cap to begin work on the Allocation Plan.
 - b. If the BCC decides not to accept and proceed as outlined in the Allocation plan to expend the remaining HOME-ARP funds, the 5% of Administration funds authorized by the acceptance/approval of the grant agreement will be paid back to HUD, with non-Federal funds.
 - c. Returning 1 copy of grant agreement to HUD to release 5% of funding to Clackamas County.
2. Work begins to complete the HUD required Allocation Plan, as per regulations, that include:
 - a. Extensive consultation and public participation, needs assessment and gaps analysis, proposed activities, housing goals and identification of preferences (optional);
 - b. in addition, other Federal requirements to be met: other Federal Requirements and non-discrimination, affirmative marketing and minority outreach, NEPA environmental, labor standards, lead hazard control, uniform relocation, section 3 and conflicts of interest.
3. Prepare and present 2nd BCC Staff Report -
 - a. the completed Allocation Plan and recommendation of approval of Plan and HUD Certifications for BCC signature;
 - b. Return BCC approved Plan/Certifications to HUD for their approval.
 - c. Completion of this step will permit CC/H3S/CDD access to remaining 10% of Admin funding cap and funding for programing.
4. Initiate process for approved programing.

Healthy Families. Strong Communities.

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www.clackamas.us

Amount: \$3,649,508 total Clackamas County HOME-ARP allocation

\$ 647,426.20 total 15% Administration cap

\$182,475.40 (5% of total Admin cap) will be available upon signing/returning grant agreement to HUD for efforts in developing the HUD required Allocation Plan.

\$3,102,081.80 available for HOME-ARP programing

Period of Performance: Federal award date September 20, 2021 to September 30, 2030 (10 years).

RECOMMENDATION:

Staff recommends the Board approve this grant agreement and authorizes Rodney A. Cook, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

Rodney Cook

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

Attachments: HUD Transmittal letter
HOME-ARP 2021 Grant Agreement
Lifecycle form
HOME-ARP Allocation Plan HUD Program Fact Sheet

HOME-ARP Program Fact Sheet: HOME-ARP Allocation Plan

Overview:

As described in the Getting Your HOME-ARP Grant Fact Sheet, HUD began obligating HOME-ARP grants upon publication of the *CPD Notice: Requirements for the Use of Funds in the HOME-American Rescue Plan Program* (“the Notice”) to provide PJs with access to 5 percent of the grant for eligible program administration and planning activities. However, to be provided access to the balance of its HOME-ARP funds, a PJ must engage in consultation and public participation processes and develop a HOME-ARP allocation plan. The plan must describe how the PJ intends to distribute HOME-ARP funds, including how it will use these funds to address the needs of HOME-ARP qualifying populations. PJs will submit the HOME-ARP allocation plan to HUD as a substantial amendment to the Fiscal Year 2021 annual action plan for HUD review and acceptance.

Consultation and Public Participation:

- **Consultation:** A PJ must consult with agencies and service providers whose clientele include the HOME-ARP qualifying populations to identify unmet needs and gaps in housing or service delivery systems. In its plan, a PJ must describe its consultation process, list the organizations consulted, and summarize the feedback received from these entities. At a minimum, a PJ must consult with:
 - CoC(s) serving the jurisdiction’s geographic area (Note: State PJs are not required to consult with every CoC);
 - Homeless and domestic violence service providers;
 - Veterans’ groups;
 - Public housing agencies (PHAs) (Note: State PJs are not required to consult with every PHA);
 - Public agencies that address the needs of the qualifying populations; and,
 - Public or private organizations that address fair housing, civil rights, and the needs of persons with disabilities.
- **Public Participation:** PJs must provide for and encourage citizen participation in the development of the HOME-ARP allocation plan. At a minimum a PJ must:
 - Provide residents with reasonable notice and an opportunity to comment on the proposed HOME-ARP allocation plan of no less than 15 calendar days.
 - Follow its adopted requirements for “reasonable notice and an opportunity to comment” for plan amendments in its current citizen participation plan.
 - Hold at least one public hearing during the development of the HOME-ARP allocation plan prior to submitting the plan to HUD.

- Follow applicable fair housing and civil rights requirements and procedures for effective communication, accessibility, and reasonable accommodation for persons with disabilities and providing meaningful access to participation by limited English proficient (LEP) residents that are in its current citizen participation plan.
- Describe in the plan the public participation process, efforts made to broaden public participation, and a summary of public comments and recommendations accepted or not accepted and the reasons why.

HOME-ARP Allocation Plan Requirements:

- Needs Assessment and Gap Analysis: A PJ must evaluate the size and demographic composition of its qualifying populations and assess their unmet needs. In addition, a PJ must identify any gaps within its current shelter and housing inventory as well as the service delivery system. In addition, the plan must:
 - Identify the characteristics of housing associated with instability and an increased risk of homelessness if the PJ will include such conditions under HUD’s definition of “other populations.”
 - Identify priority needs for qualifying populations; and,
 - Explain how level of need and gaps in its shelter and housing inventory and service delivery systems was determined.
- HOME-ARP Activities: The plan must:
 - Describe how a PJ will distribute HOME-ARP funds in accordance with its priority needs including the method for soliciting applications for funding and/or selecting developers, service providers, subrecipients and/or contractors and whether the PJ will administer eligible activities directly.
 - Indicate the amount of HOME-ARP planned for each eligible activity type.
 - Demonstrate that planned funding for nonprofit organization operating assistance, nonprofit capacity building, and administrative costs is within HOME-ARP limits.
 - Include a narrative about how the characteristics of its shelter and housing inventory, service delivery system, and the needs identified in the PJ’s gap analysis provided a rationale for the plan to fund eligible activities.
- HOME-ARP Production Goals: The plan must estimate the number of affordable rental housing units for qualifying populations that the PJ will produce and describe a specific affordable rental housing production goal and how it will address the PJ’s priority needs.
- Preferences: The plan must identify whether the PJ intends to give preference to one or more qualifying populations or a subpopulation within one or more qualifying populations for any eligible activity or project.
- HOME-ARP Refinancing Guidelines: If a PJ intends to use HOME-ARP funds to refinance existing debt secured by multifamily rental housing that is being rehabilitated with HOME-ARP funds, it must state its refinancing guidelines in accordance with [24 CFR 92.206\(b\)](#).

- Certifications and SF-424: A PJ must submit the SF-424, SF-424B, and SF-424D and the required certifications with the HOME-ARP allocation plan, including the following:
 - Affirmatively Further Fair Housing;
 - Uniform Relocation Assistance and Real Property Acquisition Policies Act and Anti-displacement and Relocation Assistance Plan;
 - Anti-Lobbying;
 - Authority of Jurisdiction;
 - Section 3; and,
 - HOME-ARP specific certification that a PJ will only use HOME-ARP funds consistent with ARP and the HOME-ARP Notice for eligible activities and eligible costs.

Submission Process:

To submit the plan, a PJ must upload a Microsoft Word or PDF version of the plan as a Grantee Unique Appendix on either the AD-26 screen (for PJs whose Fiscal Year (FY) 2021 annual action plan is a Year 2-5 annual action Plan) or the AD-25 screen (for PJs whose FY 2021 annual action plan is a Year 1 annual action plan that is part of the 2021 consolidated plan), unless instructed by HUD to follow a different submission procedure.

HUD Review of the HOME-ARP Allocation Plan:

- HUD will review a PJ's HOME-ARP allocation plan to determine that it is substantially complete and consistent with the purposes of ARP. If a plan is not disapproved, then the plan is deemed approved 45 days after HUD receives the plan.
- HUD may disapprove a plan in accordance with 24 CFR 91.500(b), or if HUD determines that the plan is inconsistent with the purposes of ARP or substantially incomplete.
 - A PJ's plan is inconsistent with ARP if it allocates HOME-ARP funds for uses other than a HOME-ARP eligible activity, as described in the Notice.
 - A PJ's HOME-ARP allocation plan is substantially incomplete if:
 - The PJ does not complete the required public participation or consultation or fails to describe those efforts in the plan;
 - The PJ fails to include the required elements outlined in the Notice, including the amount of HOME-ARP funds for each eligible HOME-ARP activity type;
 - The PJ fails to identify and describe the responsibilities of the subrecipient or contractor administering all of a its HOME-ARP award, if applicable; and/or,
 - HUD rejects the PJ's HOME-ARP certification as inaccurate
- HUD will notify a PJ in writing with the reasons for disapproval and the PJ may revise and resubmit the plan within 45 days after the first notification of disapproval. HUD will respond to accept or disapprove the resubmitted plan within 30 days of receipt.
- The PJ must make the final accepted HOME-ARP allocation plan available to the public in accordance with the same requirements in the PJ's current citizen participation plan.



**U.S. Department of Housing and
Urban Development**
Region X, Portland Field Office
Office of Community Planning and Development

1220 Southwest Third Avenue
Suite 400
Portland, OR 97204-2830
(971) 222-2600
FAX (971) 222-0357

September 21, 2021

Mark Sirois, Manager
Clackamas County Health, Housing, and Human Services
2051 Kaen Road, #245
Oregon City, OR 97045-1284

Dear Mr. Sirois:

The American Rescue Plan Act of 2021 appropriated \$5 billion to provide housing, services, and shelter to individuals experiencing homeless and other vulnerable populations, to be allocated by formula to jurisdictions that qualified for HOME Investment Partnerships Program allocations in Fiscal Year 2021. On September 13, 2021, the Department published a notice, titled: *Requirements for the Use of Funds in the HOME-American Rescue Plan Program* (the Notice), which you are encouraged to review to assist in developing your program. Enclosed is the Grant Agreement for the HOME Investment Partnerships – America Rescue Plan (HOME-ARP) program:

In accordance with the Notice, and the HOME ARP Grant Agreement, a Participating Jurisdiction (PJ), as of the Federal Award Date, may use up to five percent of its total award for administrative and planning costs. Once your HOME-ARP Allocation Plan is approved by HUD, the remaining award will be made available.

**HOME Investment Partnerships - American Rescue Plan
(HOME-ARP)**

\$ 3,649,508

Transmittal of this Grant Agreement does not constitute approval of the activities described in your HOME-ARP Allocation Plan. You are reminded that you, as the PJ, are responsible for ensuring that all grant funds are used in accordance with all program requirements. An executed Grant Agreement is a legally binding agreement between the Department of Housing and Urban Development and Clackamas County.

To establish a Line of Credit for the HOME-ARP award, it will be necessary for your agency to sign, execute and return one (1) copy of the Grant Agreement. If there is a need to add or remove individuals authorized to access the Integrated Disbursement Information System (IDIS), please submit an IDIS Online Access Request Form (HUD 27055). Also, please ensure the IDIS Online Access Request Form is notarized and returned to this office with your Grant Agreement. Additionally, if there is a need to establish or change the depository account where these funds are to be wired, a Direct Deposit Sign-Up form (SF-1199A) must be completed by your financial institution and returned to this office with a copy of a voided check.

You are reminded that certain activities are subject to the provisions of 24 CFR Part 58 (**Environmental Review Procedures**). Funds for such activities may not be obligated or expended until HUD has approved the release of funds in writing. A request for release of funds

(RROF) must be accompanied by an environmental certification, and until the RROF is approved and notification is received, no HUD funds should be committed. If the project or activity is exempt per 24 CFR 58.34 or categorically excluded (except in extraordinary circumstances), no RROF is required.

Please execute two (2) copies of the HOME-ARP Grant Agreement with electronic signatures. In response to COVID-19, HUD authorizes you to electronically execute the grant agreement with your electronic signature. Return one (1) of the agreements to this office to the attention of CPD General Correspondence Mailbox, at CPD_GeneralCorr-POR@hud.gov. Maintain a copy of the agreement with your original signature on site in your program files.

HUD congratulates Clackamas County on its grant award, and we look forward to assisting you in accomplishing your programs goals. If you have any questions or need further information of assistance, please contact Toni Strutz, Senior CPD Representative, at 971-222-2618 or toni.n.strutz@hud.gov.

Sincerely,

Bryan Guiney, Director,
Office of Community Planning and Development

Enclosures

HOME ARP Grant Agreement

Title II of the Cranston-Gonzalez National Affordable Housing Act
Assistance Listings #14 239 – HOME Investment Partnerships Program

1. Grantee Name and Address Clackamas County 2051 Kaen Road Oregon City, OR 97045-4035	2. Grant Number (Federal Award Identification Number (FAIN)) M21-UP410201		
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">3a Tax Identification Number 936002286</td> <td style="width:50%;">3b. Unique Entity Identifier (formerly DUNS) 096992656</td> </tr> </table>	3a Tax Identification Number 936002286	3b. Unique Entity Identifier (formerly DUNS) 096992656
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6. Previous Obligation (Enter "0" for initial FY allocation)			
a. Formula Funds	\$0		
7. Current Transaction (+ or -)			
a. Administrative and Planning Funds Available on Federal Award Date	\$3,649,508.00		
b. Balance of Administrative and Planning Funds	\$182,475.40		
c. Balance of Formula Funds	\$364,950.80		
8. Revised Obligation			
a. Formula Funds	\$		
9. Special Conditions (check applicable box)			
<input checked="" type="checkbox"/> Not applicable <input type="checkbox"/> Attached			
10. Federal Award Date (HUD Official's Signature Date)			
09/20/2021			
11. Indirect Cost Rate*			
<u>Administering Agency/Dept.</u>	<u>Indirect Cost Rate</u>	<u>Direct Cost Base</u>	
---	___%		* If funding assistance will be used for payment of indirect costs pursuant to 2 CFR 200, Subpart E-Cost Principles, provide the name of the department/agency, its indirect cost rate (including if the de minimis rate is charged per 2 § CFR 200.414), and the direct cost base to which the rate will be applied. Do not include cost rates for subrecipients.
---	___%		
---	___%		
---	___%		

The HOME-ARP Grant Agreement (the "Agreement") between the Department of Housing and Urban Development (HUD) and the Grantee is made pursuant to the authority of the HOME Investment Partnerships Act (42 U.S.C. 12701 et seq.) and Section 3205 of the American Rescue Plan (P.L. 117-2) (ARP). HUD regulations at 24 CFR part 92 (as may be amended from time to time), the CPD Notice entitled "Requirements for the Use of Funds in the HOME-American Rescue Plan Program" (HOME-ARP Implementation Notice) the Grantee's HOME-ARP allocation plan (as of the date of HUD's approval), and this HOME-ARP Grant Agreement, form HUD-40093a, including any special conditions (in accordance with 2 CFR 200.208), constitute part of this Agreement. HUD's payment of funds under this Agreement is subject to the Grantee's compliance with HUD's electronic funds transfer and information reporting procedures issued pursuant to 24 CFR 92.502 and the HOME-ARP Implementation Notice. To the extent authorized by HUD regulations at 24 CFR part 92, HUD may, by its execution of an amendment, deobligate funds previously awarded to the Grantee without the Grantee's execution of the amendment or other consent. The Grantee agrees that funds invested in HOME-ARP activities under the HOME-ARP Implementation Notice are repayable in accordance with the requirements of the HOME-ARP Implementation Notice. The Grantee agrees to assume all of the responsibility for environmental review, decision making, and actions, as specified and required in regulation at 24 CFR 92.352 and 24 CFR Part 58, as well as the HOME-ARP Implementation Notice.

The Grantee must comply with the applicable requirements at 2 CFR part 200, as amended, that are incorporated by the program regulations and the HOME-ARP Implementation Notice, as may be amended from time to time. Where any previous or future amendments to 2 CFR part 200 replace or renumber sections of part 200 that are cited specifically in the program regulations or HOME-ARP Implementation Notice, activities carried out under the grant after the effective date of the 2 CFR part 200 amendments will be governed by the 2 CFR part 200 requirements, as replaced or renumbered by the part 200 amendments.

The Grantee shall comply with requirements established by the Office of Management and Budget (OMB) concerning the Universal Numbering System and System for Award Management (SAM) requirements in Appendix I to 2 CFR part 200, and the Federal Funding Accountability and Transparency Act (FFATA) in Appendix A to 2 CFR part 170.

Funds remaining in the grantee's Treasury account after the end of the budget period will be cancelled and thereafter not available for obligation or expenditure for any purpose. Per 31 U.S.C. 1552, the Grantee shall not incur any obligations to be paid with such assistance after the end of the Budget Period.

13. For the U.S. Department of HUD (Name and Title of Authorized Official) Bryan G. Guiney, CPD Director	14. Signature x	15. Date 09/21/2021
16. For the Grantee (Name and Title of Authorized Official) Tootie Smith, Chair	17. Signature  x	18. Date 2/17/22

19. Check one: Initial Agreement Amendment #

20. Funding Information: HOME ARP

<u>Source of Funds</u>	<u>Appropriation Code</u>	<u>PAS Code</u>	<u>Amount</u>
2021	861/50205	HMX	\$3,649,508.00

21. Additional Requirements: These additional requirements are attached and incorporated into this Agreement. The Grantee agrees to these additional requirements on the use of the funds in 7., as may be amended from time to time by the Secretary.

- a) As of the Federal Award Date, the Grantee may use up to the amount identified in 7.a. of this Agreement for eligible administrative and planning costs in accordance with the HOME-ARP Implementation Notice.
- b) Until the date of HUD's acceptance of the Grantee's HOME-ARP allocation plan, the Grantee agrees that it will not obligate or expend any funds for non-administrative and planning costs, in accordance with the HOME-ARP Implementation Notice.
- c) In accordance with the HOME-ARP Implementation Notice, as of the date of acceptance by HUD of the Grantee's HOME-ARP allocation plan, HUD shall make the amount identified in line 7. of this Agreement available to the Grantee.
- d) If the Grantee does not submit a HOME-ARP allocation plan or if the Grantee's HOME-ARP allocation plan is not accepted within a reasonable period of time, as determined by HUD, the Grantee agrees that all costs incurred and HOME-ARP funds expended by the Grantee will be ineligible costs and will be repaid with non-Federal funds.

22. Special Conditions

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.

**** CONCEPTION ****

Section I: Funding Opportunity Information - To be completed by Requester

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

Lead Department & Fund: Health, Housing and Human Services; HOME-ARP 21-22

Award Renewal? Yes No

If renewal, complete sections 1, 2, & 4 only. If Direct Appropriation, complete page 1 and Dept/Initiator signature only.

Name of Funding Opportunity: HOME - American Rescue Plan (HOME-ARP)

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

Funding Source: Federal State Local

Requestor Information (Name of staff person initiating form): Pamela Anderson

Requestor Contact Information: panderson@clackamas.us / 971/804-3464

Department Fiscal Representative: Ed Johnson

Program Name and prior project # (please specify): 21-22 HUD HOME-ARP

Brief Description of Project:

HUD Federal funding of \$3,649,508, to assist qualified individuals or households who are homeless, at risk of homelessness, and other vulnerable populations; by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across Clackamas County. These grant funds will be administered through HUD's Fiscal Year 2021 HOME Investment Partnerships Program.

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

Agency's Web Address for funding agency Guidelines and Contact Information:

<https://www.hudexchange.info/programs/home-arp/>

OR

Application Packet Attached: Yes No

Completed By: Pamela Anderson

11/15/2021

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

CFDA(s), if applicable:

Funding Agency Award Notification Date:

September 21, 2021

Announcement Date:

September 13, 2021

Announcement/Opportunity #:

Notice: CPD-21-10 / HOME-ARP grant #M21-UP4

Grant Category/Title:

HOME-ARP

Max Award Value:

\$3,649,508.00

Allows Indirect/Rate:

yes

Match Requirement:

\$0.00

Application Deadline:

N/A

Other Deadlines:

Award Start Date:

September 21, 2021

Other Deadline Description:

Award End Date:

September 30, 2030

Completed By:

Pamela Anderson

Program Income Requirement:

\$0.00

Pre-Application Meeting Schedule:

Additional funding sources available to fund this program? Please describe: This funding will enhance existing programing based on needs/gaps identified in Allocation Plan process.

How much General Fund will be used to cover costs in this program, including indirect expenses? No general funds requested at this time

How much Fund Balance will be used to cover costs in this program, including indirect expenses? New funding/program, no existing fund balance.

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?

HOME ARP funding will be used, as determined in Allocation Plan; and align with MFR goals of Ensuring a safe, healthy and Secure Community.

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

N/A - HOME ARP funding received as Clackamas County, as the current HUD HOME recipient.

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

Eligible Projects - Administration, For Qualifying Populations: Rental Housing, Tenant Based Rental Assistance, Supportive Services, Non-congregate Shelter and Non-profit Operation & Capacity building assistance.

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

No, this is new funding from the American Rescue Plan (2021-2022). Purpose of the funding is to provide housing, rental assistance, supportive services, non-congregate shelter to qualified populations.

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?

No. Yes, staff can be hired within 10 year grant duration.

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

Yes, consultation & public participation must be included in the Allocation Plan to identify programming needs.

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

This will be discussed while working on the HOME-ARP Allocation Plan. Yes, staff positions will be temporary/limited duration.

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.)?

Yes, and discussion will include 'sunseting' in the development of the HOME ARP Allocation Plan.

Collaboration

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

Internal services - Finance, Human Resources, County Counsel & H3S (Social Services, SHS, HACC, CFCC & CD).

Reporting Requirements

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

See HOME ARP reporting requirements at - <https://www.hudexchange.info/resource/6479/notice-cpd-2110-requirements-for-the-use-of-funds-in-the-home-arp-program/>

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

Performance evaluated by including accomplishments in annual HUD Consolidated Annual Performance Report (CAPER).

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

Clackamas County agrees to comply with requirements established by the Office of Management and Budget (OMB) concerning the unique entity identifier and System for Award Management (SAM) requirements in Appendix I to 2 CFR part 200, as amended, and the Federal Funding Accountability and Transparency Act (FFATA) in Appendix A to 2 CFR part 170.

Fiscal

1. Will we realize more benefit than this financial assistance will cost to administer?

Administration cap of 15% of total grant is \$647,428.20 for ten (10) year duration, beginning on 9/21/2021. 5% Administration available upon signing/returning grant agreement to HUD for the development of the HOME-ARP Allocation Plan. If decision is made not to proceed, any HOME-ARP funds expended will need to be paid back, with non-Federal funds.

2. Are other revenue sources required, available or will be used to fund the program? Have they already been secured? Please name other sources, including General Fund or Fund Balance and amounts.

No other funds are required, however other funds/programming are being reviewed and considered to produce a blend for programming accomplishments (SHS/ESG/CDBG/HOME).

3. 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 requirement.

4. 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. Need to enter indirect cost rate on the HUD HOME ARP grant agreement.

Program Approval:

Pamela Anderson
Name (Typed/Printed)

11/22/21
Date

Pamela Anderson
Signature

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

**** THIS AND ALL OTHER INFORMATION REQUESTED BY THE FUNDING AGENCY, COUNTY FINANCE OR ADMIN WILL BE ****

Section IV: Approvals

DIVISION DIRECTOR (or designee, if applicable)		
Pamela Anderson	11/22/21	Pamela Anderson
Name (Typed/Printed)	Date	Signature

DEPARTMENT DIRECTOR (or designee, if applicable)		
RODNEY A. COOK	11/22/21	Rodney A. Cook
Name (Typed/Printed)	Date	Signature

FINANCE ADMINISTRATION		
Elizabeth Comfort	11.24.2021	Elizabeth Comfort
Name (Typed/Printed)	Date	Signature

EOC COMMAND APPROVAL (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: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Tootie Smith	2/17/22	Tootie Smith
Name (Typed/Printed)	Date	Signature

For applications greater than \$150,000 or which otherwise require BCC approval:

BCC Agenda item #: Date:

OR

Policy Session Date:

 County Administration Attestation

County Administration: re-route to department contact when fully approved.
 Department: keep original with your grant file.