

**MEMORANDUM**

TO: Clackamas County Board of County Commissioners (BCC)  
FROM: Rodney A. Cook, Director, Health, Housing & Human Services; Vahid Brown,  
Supportive Housing Services Program Manager  
RE: Project Turnkey Application, Phase 2  
DATE: September 20, 2022

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This memorandum is an update to the Board regarding the status of Clackamas County's application to the Oregon Community Foundation for Project Turnkey 2.0. This is a state funded grant opportunity administered by the Oregon Community Foundation which provides funding to purchase hotels/motels to use as shelters for people experiencing homelessness to stay in until they can move into permanent housing. Sites acquired through Project Turnkey 2.0 can also be converted into permanent housing in the long-term.

Staff applied to Project Turnkey 2.0 in July, and on September 12 the Oregon Community Foundation notified staff that Clackamas County's application was approved to move on to Phase 2 of the application process. Phase 2 encompasses property identification and subsequent due diligence including acquisition cost negotiations, appraisal, environmental & physical inspection reports, soil report, surveying, legal fees, exiting of flag contract (if applicable), leases, and other pre-acquisition due diligence necessary to ensure suitability and quality of property.

Today, the Board is asked to identify hotel site(s) to pursue for Project Turnkey 2.0. Once the site(s) have been identified, staff will begin community engagement in the surrounding area(s).

Respectfully submitted,

*Rodney A. Cook*

Rodney A. Cook, Director

Health, Housing & Human Services