

July 7, 2022

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of Amendment #4 to a Subrecipient Agreement
Emergency Solutions Grant (ESG) COVID with
Northwest Family Services to Provide Shelter and Rent Assistance Services. Amendment
redistributes funds with no dollar change. Total Contract Value \$857,500.
No County General Funds are involved

Purpose/ Outcome	Revise a subrecipient contract budget to increase rent assistance funding for Emergency Solutions Grant COVID (ESG CV2) program services.
Dollar Amount and Fiscal Impact	Emergency Solutions Grant (ESG CV) funds. Rent Assistance budget line increased to \$539,577. Other lines reduced. Contract total of \$857,500 – no change.
Funding Source	U.S. Department of Housing and Urban Development (HUD) ESG CV CARES Act funds. No County General Funds
Duration	Upon signature to June 30, 2022
Previous Board Action/ Review	Issues topic 7.5.22 March 24, 2022 BCC approval of Amendment #3 with NWFS. February 3, 2022 BCC approval of Amendment #2 with NWFS. September 16, 2021 BCC approval of Amendment #1 with NWFS. December 21, 2020 BCC approval of Agreement #10011 with NWFS.
Strategic Plan Alignment	Increase self-sufficiency for our clients. Ensure safe, healthy and secure communities.
County Review	The Subrecipient Agreement Amendment #4 was reviewed and approved by County Counsel AN on May 19, 2022.
Procurement Review	1. Was the item processed through Procurement? yes <input type="checkbox"/> no <input checked="" type="checkbox"/> 2. Item is a Subrecipient Agreement that was processed through Finance Grant Management
Contact Person	Mark Sirois, Manager - Community Development: 503-351.7240
Contract No.	H3S# 10011_04 (21-015 A.4)

BACKGROUND: The Community Development Division of the Health, Housing and Human Services Department requests the approval of Amendment #4 to the Subrecipient Agreement with Northwest Family Services (NWFS) for homeless shelter services and rent assistance to prevent, prepare for, and respond to the coronavirus pandemic (COVID 19) in Clackamas County. In October of 2020 NWFS applied for special Emergency Solutions Grant (ESG CV2) funding to provide eligible operating and shelter services and Rapid Rehousing assistance as needed.

PROJECT OVERVIEW: NWFS will provide staffing, operation, food, rent assistance and transportation services as requested for the purpose of providing homeless shelter services to individuals and families to prevent exposure and to mitigate the impacts of COVID-19.

Healthy Families. Strong Communities.

It is expected that the funding under this ESG CV2 agreement will assist approximately 60 homeless families with shelter services and Rapid Rehousing during the program year. With this amendment, NWFS has added approximately 45 more clients to their existing caseload to ensure active participants in the Rapid Rehousing program can successfully transition from hotel room shelter beds to apartments.

RECOMMENDATION: We recommend the approval of this amendment to the Subrecipient Agreement.

Respectfully submitted,

Rodney A. Cook

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

Contract Amendment Health, Housing and Human Services Department

H3S Contract Number 21-015 Board Agenda Number _____

and Date 3/2/2022

Division Community Development Amendment No. 4

Contractor Northwest Family Services

Amendment Requested By Amy Council & Mark Sirois

Changes: Scope of Services Contract Budget
 Contract Time Other _____

Justification for Amendment:

This Amendment #4 is entered into between Northwest Family Services ("SUBRECIPIENT") and Clackamas County ("COUNTY") and shall become part of that Subrecipient Grant Agreement ("Agreement") entered into between both parties on December 22, 2020. This Amendment #4 updates the budget by transferring all remaining budget funds into Rent Assistance.

This Amendment #4 does not increase the current Agreement amount of \$857,500.

This Amendment #4 is effective **upon signature** and continues through **June 30, 2022**.

Except as amended hereby, all other terms and conditions of the Agreement remain in full force and effect. Changes are identified with "***bold/italic***" font for easy reference.

AMEND:

EXHIBIT B SUBRECIPIENT PROGRAM BUDGET

- A. The total compensation under this contract shall not exceed \$857,500 with payments to be made as outlined in the body of the contract.
- B. Adjustments to the budget may only be made with the approval of both Parties.

Shelters

Program Costs	Total Budget Amount	Total ESG Amount	Source of Funds
Shelter Staffing Costs		81,761	
Shelter utilities		15,300	ESG & Other
Shelter rent			ESG & Other
Shelter supplies		7,501.40	ESG & Other
Transportation		1,371.76	ESG & Other
Administration		4,065.84	Other

[Type here]

Total Expenses			
Shelters Total ESG CV2:		110,000	

Rapid Rehousing

Program Costs	Total Budget Amount	Total ESG Amount	Source of Funds
RRH Staffing Costs		144,000	
Program supplies, phones		1,800	ESG & Other
Transportation		8,123	ESG & Other
Rent Assistance		539,577	ESG & Other
Administration		54,000	Other
Total Expenses			
Total ESG CV2:		747,500	

TO READ:

**EXHIBIT B
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Rapid Rehousing

Northwest Family Services*Subrecipient Agreement 21-015 – Amendment #04*

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Program Costs	Original ESG Amount	Current ESG Amount Remaining	Total ESG Amount Remaining (after A.4 execution)
RRH Staffing Costs	144,000	50,556.64	0.00
Program supplies, phones	1,800	898.36	0.00
Transportation	8,123	543.25	0.00
Rent Assistance	539,577	26,904.65	100,598.66
Administration	54,000	21,695.76	0.00
Total Expenses			
Total ESG CV2:		747,500	

[Signature page follows]

Northwest Family Services

Subrecipient Agreement 21-015 – Amendment #04

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IN WITNESS WHEREOF, the parties hereto have caused this Amendment #4 to be executed by their duly authorized officers.

NORTHWEST FAMILY SERVICES

By: Rose Fuller
Rose Fuller, Executive Director

5/19/2022
Date
6200 SE King Road
Street Address
Portland, Oregon 97222
City/State/Zip
rfuller@nwfs.org
Email

CLACKAMAS COUNTY

Commissioner: Tootie Smith, Chair
Commissioner: Sonya Fischer
Commissioner: Paul Savas
Commissioner: Martha Schrader
Commissioner: Mark Shull

Signing for the Board:

Tootie Smith, Chair

Date