

1/12/2023

BCC Agenda Date/Item: _____

Board of County Commissioners
 Clackamas County

Approval of Amendment #1 to Grant Agreement with Legal Aid Services of Oregon for the provision of legal services to Clackamas County residents. Amendment value is \$111,779.20 for 1 year, grant value is increased to \$192,976.20 for 2 years. Funding is through the federal Older Americans Act and Community Development Block Grant. No County General Funds are involved.

Previous Board Action/Review	Original Agreement approved on 7/15/2021; Agenda Item –A1 Briefed at Issues – 1/10/2023		
Performance Clackamas	1. This funding aligns with the strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the strategic priority to ensure safe, healthy and secure communities by addressing needs of older adults in the community.		
Counsel Review	Yes	Procurement Review	No
Contact Person	Tonia Hunt	Contact Phone	503-655-8330

EXECUTIVE SUMMARY: The Social Services Division of the Health, Housing and Human Services Department requests approval of Amendment #1 to the Subrecipient Agreement with Legal Aid Services of Oregon to provide Older American Act (OAA) and Community Development Block Grant (CDBG) funded services for persons living in the Clackamas County area.

Legal Aid Services of Oregon provides housing-related legal advice and representation to low income residents of Clackamas County, both by referral from the County’s Housing Rights and Resources program and by self-referral. In FY21-22, they provided legal services to 187 individuals. 119 of those represented were very low income (less than 30% of area median income).

Amendment #1 to Subrecipient Agreement #22-007 provides budget adjustments for ongoing delivery of services for fiscal year 2022-23 and results in an increase to the budget by an additional \$111,779.20 for a total agreement amount of \$111,779.20. This agreement is effective July 1, 2022 and terminates on June 30, 2023. This amendment has been approved by County Counsel on 11/1/2022.

RECOMMENDATION: Staff recommends the Board approve this Subrecipient Agreement Amendment, and authorize the Chair to sign on behalf of the County.

For Filing Use Only

Respectfully submitted,

Rodney A. Cook

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

Attachment:

H3S #10209, #22-007 Amendment

Legal Aid Services of Oregon

Subrecipient Agreement 22-007 – Amendment # 1

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a. Grant Funds. COUNTY's funding for this Agreement is the Community Development Block Grant for Entitlement Communities (\$62,316; CFDA 14.218) issued to COUNTY by the U.S. Department of Housing and Urban Development ("HUD"); and COUNTY's funding for grant funds in this Agreement is the Older Americans Act (\$15,881, CFDA 93.044; \$3,000, CFDA 93.052)

TO READ:

4. Grant Funds. COUNTY's funding for this Agreement is a combination of Federal, State and Local dollars as specified below by title and Catalog of Federal Domestic Assistance ("CFDA") number as appropriate. The maximum, not to exceed, grant amount that COUNTY will pay is **\$192,976.20**. This is a cost reimbursement grant and disbursements will be made in accordance with the requirements contained in ***Exhibit 2 – CDBG Reporting Requirements and Exhibit 4 – OAA Reporting Requirements***.

a. Grant Funds. COUNTY's funding for this Agreement is the Community Development Block Grant for Entitlement Communities (**\$137,095.20**; CFDA 14.218) issued to COUNTY by the U.S. Department of Housing and Urban Development ("HUD"); and COUNTY's funding for grant funds in this Agreement is the Older Americans Act (**\$49,881**, CFDA 93.044; **\$6,000**, CFDA 93.052)

AMEND the following portion of EXHIBIT 1, CDBG SCOPE OF WORK AND PERFORMANCE STANDARDS:

1. Scope of Work

e. Conduct a minimum of four training sessions with a variety of social service providers in Clackamas County, which deal with low and moderate-income persons' housing needs. Work closely with the social service agencies, in-house housing programs and shelters in Clackamas County to assure that clients with fair housing problems are referred for information and assistance. Provide technical assistance to agencies in the area of fair housing laws and regulations, housing counseling, and information and referral. Publicize the fair housing program to the community at every available opportunity. Provide training on Reasonable Accommodations under the Fair Housing Law for individuals with disabilities, landlords, and other housing providers.

TO READ:

1. Scope of Work

e. Conduct a minimum of **eight** training sessions with a variety of social service providers in Clackamas County, which deal with low and moderate-income persons' housing needs. Work closely with the social service agencies, in-house housing programs and shelters in Clackamas County to assure that clients with fair housing problems are referred for information and assistance. Provide technical assistance to agencies in the area of fair housing laws and regulations, housing counseling, and information and referral. Publicize the fair housing program to the community at every available opportunity. Provide training on Reasonable Accommodations under the Fair Housing Law for individuals with disabilities, landlords, and other housing providers.

ADD the following portion of EXHIBIT 1, CDBG SCOPE OF WORK AND PERFORMANCE STANDARDS:

1. Scope of Work

o. 2022 Income limits established annually by the U.S. Department of Housing and Urban Development to determine eligibility for assistance under this program are listed below. Contractor is responsible to follow the most current income guidelines issued by HUD:

HUD 2022 INCOME GUIDELINES			
The current annual gross income for all household members.			
Persons	Extremely Low Income 30%	Very Low Income 50%	Low Income 80%
1	\$22,400	\$37,300	\$59,650
2	\$25,600	\$42,600	\$68,200
3	\$28,800	\$47,950	\$76,700
4	\$31,950	\$53,250	\$85,000
5	\$34,550	\$57,550	\$92,050
6	\$37,190	\$61,800	\$98,850
7	\$41,910	\$66,050	\$105,650
8	\$46,630	\$70,300	\$112,500

AMEND Exhibit 2, CDBG REPORTING REQUIREMENTS, Section 2. INVOICES, to ADD the following:

For the period July 1, 2022 to June 30, 2023:

At a minimum, requests shall be made quarterly for a lump sum not to exceed \$18,694.80.

Invoices shall be sent via email to: caainvoices@clackamas.us

AMEND the following portion of Exhibit 4, OAA REPORTING REQUIREMENTS:

2. **Financial Reporting:** SUBRECIPIENT shall submit a reimbursement request to COUNTY quarterly at a minimum, by the tenth working day of the month following the end of the reporting period. Attorney time shall be billed at the rate of \$75 per hour and paralegal time at the rate of \$37.50 per hour up to the contract limit.

TO READ:

2. **Financial Reporting:** SUBRECIPIENT shall submit a reimbursement request to COUNTY quarterly at a minimum, by the tenth working day of the month following the end of the reporting period. Attorney time shall be billed at the rate of **\$95** per hour and paralegal time at the rate of **\$75** per hour up to the contract limit.

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Legal Aid Services of Oregon

Subrecipient Agreement 22-007 – Amendment # 1

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SIGNATURE PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Amendment #1 to be executed by their duly authorized officers.

SUBRECIPIENT

Legal Aid Services of Oregon

By: Emily Brown-Sitnick
Emily Brown-Sitnick, Regional Director

Dated: 10/31/2022

CLACKAMAS COUNTY

Commissioner: Tootie Smith, Chair
Commissioner: Ben West
Commissioner: Paul Savas
Commissioner: Martha Schrader
Commissioner: Mark Shull

By: _____
Tootie Smith, Chair

Dated: _____