

February 8, 2024

BCC Agenda Date/Item: _____

Board of County Commissioners
Clackamas County

Members of the Board:

Approval of Amendment #1 increasing funding and duration of a Grant Agreement with the Oregon Housing and Community Services Department to continue administering the Oregon Eviction Prevention and Diversion Program. Amendment value is \$1,924,121 for 17 months. Agreement value increased to \$3,807,357 for 2 years. Funding is through the State of Oregon. No County General Funds are involved.

Previous Board Action/Review	Grant Agreement 7630 was authorized by BCC on 06/08/23, and executed by OHCS on 06/12/23. Amendment 1: Briefed at Issues 02/06/2024		
Performance Clackamas	This funding aligns with: 1. The Social Services Division’s strategic priority to provide housing stabilization and supportive services to people who are homeless or at risk of becoming homeless so they can obtain and maintain permanent housing. 2. The County’s strategic priority to ensure safe, healthy and secure communities.		
Counsel Review	Yes	Procurement Review	No
Contact Person	Brenda Durbin, Director, Social Services Division	Contact Phone	(503) 655-8641

EXECUTIVE SUMMARY: The Social Services Division (SSD) of the Health, Housing and Human Services (H3S) Department requests the approval of an Amendment to a Grant Agreement with the State of Oregon, Housing and Community Services Department (OHCS) for the continued delivery of the Oregon Eviction Prevention and Diversion Program (ORE-DAP, also previously called “Executive Order 23-02”).

In 2023, the Oregon Legislature passed Senate Bill 5511 authorizing additional funding for the ORE-DAP program—the program year for the original agreement ended 01/10/24. From June 1, 2023, through January 10, 2024, ORE-DAP funds supported 381 low or very-low-income clients. Continued funds would be used for rent arrearages, rent assistance, and energy assistance to prevent evictions. We anticipate being able to support up to 476 households in the coming Program Year.

Amendment #1 to Agreement 7630 covers the period from the date of execution through June 30, 2025. County Counsel approved this Amendment, and it is effective upon execution.

Amendment #1 is for \$1,924,121. No County General Funds are involved.

For Filing Use Only

RECOMMENDATION: Staff respectfully recommends that the Board of County Commissioners grant approval for this Amendment and authorize Chair Smith to sign on behalf of Clackamas County.

Respectfully submitted,

Rodney A. Cook

Rodney Cook,
Director of Health, Housing and Human Services Department

State of Oregon
Oregon Housing and Community Services Department
~~Emergency Due to Homelessness~~ Oregon Eviction Diversion & Prevention Program
Grant Agreement
Amendment No.1

This is Amendment No. 1 (the "Amendment") to the Grant Agreement No. 7630, dated June 12, 2023 (the "Agreement") executed by and between the State of Oregon, acting by and through its **Housing and Community Services Department**, ("Agency"), and **Clackamas County**, acting by and through its Health, Housing, and Human Services Department, Social Services Division, an Oregon local government entity ("Grantee").

Recitals:

During the regular session of the 2023 Oregon Legislative assembly, through Senate Bill 5511 ("SB5511"), Agency received a general fund allocation for rental assistance through the Oregon Eviction Diversion and Prevention Program ("ORE-DAP") and Rapid Response programs.

It has now been determined by Agency and Grantee that the Agreement referenced above shall be amended to add the new funding allocation from SB5511 and increase the NTE and to continue supporting Grantee's work offering eviction prevention and housing retention financial supports and supportive services to low-income households most at risk of housing loss, eviction, and/or homelessness. Special care will be given to prioritize equity and racial justice within the ORE-DAP program in service to those populations most overrepresented and underserved within communities at risk of or currently experiencing homelessness. Grantees are expected to prevent homelessness to the greatest extent possible within their ORE-DAP program service area.

Agency will grant funding from SB5511 through a variety of agreements to further the objectives of Executive Order 23-02, including by granting funds under this Agreement. In addition, Exhibit B Implementation Report ("IR") will be deleted in its entirety and replaced.

For good and sufficient consideration including the terms and conditions of this Amendment, the parties agree as follows:

1. **Amendment to Agreement.** Agreement is hereby amended as follows effective upon signature by all parties and approval required by law: New Language is indicated by **bolding** and **underlining** and deleted language is indicated by **bolding** and **striking** unless a section is replaced in its entirety:
 - a. Exhibit B, Implementation Report shall be deleted in its entirety and replaced with the attached Revised Exhibit B. All references to "Exhibit B" shall hereinafter be referred to as "Revised Exhibit B."

- b. Amend Section 1, entitled Effective Date and Duration, as follows:

1. Effective Date and Duration

This Agreement shall become effective upon full execution by the Parties and, if required, approval by the Oregon Department of Justice, and shall expire on **June 30, 2025** ~~January 10, 2024~~, unless extended or terminated or sooner under the provisions identified within this Agreement. Expiration or termination of this Agreement will not prejudice Agency's right to exercise remedies under this Agreement with respect to any breach that has occurred prior to expiration or termination.

- c. Amend Section 3, entitled Consideration, as follows:

3. Consideration

Agency agrees to pay Recipient, from available and authorized funds, the amount of actual expenses incurred by Recipient in performing the grant activities referenced below in Section 4 of this Agreement ("Authorized Expenses"), but not to exceed ~~\$1,883,236~~ **\$3,807,357** (the "Grant Funds"), as follows:

Performance Period 1: January 10, 2023 – January 10, 2024 (\$1,883,236)

3.1 On full execution of this Agreement by the Parties and, when required, approval by the Oregon Department of Justice, Agency will issue a notice of allocation ("NOA") to Recipient, pursuant to which Recipient will submit a request for funds and Agency will make a lump-sum payment to Recipient in the amount of \$414,022 (the "Initial Payment"), which Recipient will expend in accordance with the NOA. Recipient may use such funds to reimburse Authorized Expenses that were incurred by Recipient at any time during the period from January 10, 2023 to January 10, 2024 (the "Performance Period 1").

3.2 After July 1, 2023, and following expenditure of the Initial Payment by Recipient and submission to Agency of a report detailing such expenditures in such form as is satisfactory to or required by Agency, Agency will reimburse Recipient for additional Authorized Expenses up to the amount of \$1,469,214 (the "Additional Allotment"), following receipt of requests by Recipient for such reimbursement. The total Grant Funds amount will equal the Initial Payment amount plus the Additional Allotment amount. Funds from the Additional Allotment will only be used to reimburse Authorized Expenses incurred from July 1, 2023 until the end of the Performance Period 1 (January 10, 2024). Each such reimbursement request will be made following, and in accordance with, a NOA issued by Agency to Recipient, including but not limited to any allocation of Grant Funds in the applicable NOA to specific expense categories. Recipient will submit

requests for reimbursement under this Section 3.2 at least quarterly and in such form and manner as is satisfactory to or required by Agency. Agency and Recipient may by mutual agreement modify or terminate a NOA at any time. In the event of a conflict between any NOA and the terms of this Agreement, including but not limited to the not-to-exceed amount set forth under this Agreement, the terms of this Agreement will prevail.

Performance Period 2: January 11, 2024 – June 30, 2025 (\$1,924,121)

3.3 Starting January 11, 2024, Agency will reimburse Recipient for Authorized Expenses up to the amount of \$1,924,121 (“Second Additional Allotment”), following receipt of requests by Recipient for such reimbursement. The total Grant Funds amount will equal the Initial Payment amount plus the Additional Allotment amount plus the Second Additional Allotment amount. Funds from the Second Additional Allotment will only be used to reimburse Authorized Expensed incurred from January 11, 2024 until the end of Performance Period 2 (June 30, 2025). Each such reimbursement request will be made following, and in accordance with, a NOA issued by Agency to Recipient, including but not limited to any allocation of Grant Funds in the applicable NOA to specific expense categories. Recipient will submit requests for reimbursement under this Section 3.3 at least quarterly and in such form and manner as is satisfactory to or required by Agency. Agency and Recipient may by mutual agreement modify or terminate a NOA at any time. In the event of a conflict between any NOA and the terms of this Agreement, including by not limited to the not-to-exceed amount set forth under this Agreement, the terms of this Agreement will prevail.

2. Except as expressly amended above, all other terms and conditions of the Agreement, as amended, remain in full force and effect.
3. The parties expressly affirm and ratify the Agreement as herein amended.
4. Grantee certifies that the representations, warranties, and certifications contained in the Agreement are true and correct as of the effective date of this Amendment and with the same effect as though made at the same time of this Amendment.
5. This Amendment may be executed in two or more counterparts (by facsimile or otherwise) each of which is an original and all of which when take together are deemed one agreement binding on all Parties, notwithstanding that all Parties are not signatories to the same counterpart.

Certification: By signature on this Amendment, the undersigned hereby certifies for Grantee under penalty of perjury that the undersigned is authorized to act on behalf of Grantee and that Grantee is, to the best of the undersigned’s knowledge, not in violation of any Oregon

Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS chapters 118, 314, 316, 317, 318, 321, and 323 and local taxes administered by the Department of Revenue under ORS 305.620.

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SIGNATURE PAGE


Clackamas County (CCSSD)

Signature: _____ Date: _____

Printed Name: Tootie Smith Title: Chair, Board of County Commissioners

AGENCY:

**State of Oregon acting by and through its
Housing and Community Services Department**

Approved to Form By:  County Counsel Dated: <u>01/16/2024</u>

Signature: _____
 Designated Procurement Officer or delegate Date

DocuSigned by:
 CA Approval: Jared Grenya 1/8/2024
640626170274191
 Jared Grenya, Eviction Prevention Analyst Date

DEPARTMENT OF JUSTICE

Approved as to Legal Sufficiency: Melinda De Bruyne 12/27/23
 Assistant Attorney General Date

Exhibit B

Implementation Report

Definition:

“Implementation Report” means the Grantee’s OHCS-approved implementation plan for the use of program funds with respect to applicable program elements. Implementation Reports may be submitted by the Grantee and approved by OHCS after the Effective Date of the above Agreement at OHCS’s discretion.

Implementation Report:

OHCS’ disbursement of Grant Funds to Grantee are contingent upon Grantee’s prior submission to OHCS and OHCS’ review and acceptance of Grantee’s plan to execute the Program work in accordance with the applicable Program Elements (the “Implementation Report”). At OHCS’s sole discretion, OHCS may disburse Grant Funds prior to the submission and approval of an Implementation Report.

Implementation Report(s) and Budget(s).

Each Implementation Report is unique to the Grantee. It must be consistent with and reflect the purposes of the related Program Elements and the methods proposed by the Grantee and its subrecipients, in detail acceptable to OHCS, to administer and/or deliver the work associated with the requirements of the applicable Program Elements. Implementation Report Budgets must reflect the manner, in detail acceptable to OHCS that related grant funds will be employed to accomplish the corresponding work and are subject to corresponding NOAs. Grantee must request and receive prior written approval from OHCS for amendments to or deviations from its approved Implementation Reports. OHCS may give or withhold such approval at its sole discretion.

Grantee shall, and shall cause and shall require by contract that its subrecipients comply and perform all work to the satisfaction of OHCS, and in accordance with the terms of this agreement, including its funding application as approved by OHCS, and supplemented herein, together with applicable program requirements.

Primary Contact Point: ~~Teresa Christopherson, Admin Services Manager~~

Email Address: teresachr@clackamas.us

All In ORE DAP Strategy and Implementation Description

Please describe your overall strategy for accomplishing the objectives of the funding in alignment with the Governor's Executive Order 23-02. The strategy must include a description of the methods that you will use, with the available funding, to prevent the specific number of households from experiencing homelessness or eviction as outlined in the All In ORE DAP Formula.

Clackamas County has convened internal and external partners, in compliance with Governor Kotek's State of Emergency Declaration to form a Multi-Agency Coordination Group that is focusing on solutions for short and long term housing stabilization. Among community priorities identified as part of that planning process, lack of tenant-based rental assistance is one of the major barriers to housing stabilization. Clackamas County Social Services Division (CCSSD), through its Rent Assistance work unit, is focused on meeting the needs of vulnerable households through housing financial assistance, particularly paying rent arrearages, rent assistance and utility assistance.

CCSSD has an existing partnership with the local eviction court. CCSSD in partnership with Resolution Services mediators go to the Justice Court every Monday to obtain the eviction docket for Friday. CCSSD then uses available contact information to attempt to obtain enough documentation to determine eligibility and issue an intent to pay letter, as well as working with impacted tenants ahead of time to prevent evictions.

CCSSD works closely with the Oregon Eviction Defense Project, and also operates a Housing Rights and Resources project that focuses on Fair Housing and Landlord Tenant information for both landlords and tenants with a prioritized, funded referral relationship with Legal Aid Services of Oregon and the Fair Housing Council.

CCSSD is also working diligently to avoid incentivizing applicants getting eviction notices. By putting systems in place and performing outreach to vulnerable households, CCSSD is committed to serving low income community members who are having a hard time paying rent, before they get to the point of an eviction. The Coordinated Entry system can be accessed by phone or using an on line form to apply for rent assistance. CCSSD is working to establish a contract with the developer of Allita to allow the agency to continue to process applications submitted through Allita. This will result in efficiencies for processing applications for vulnerable households.

Program Prioritization

~~Please describe how you will prioritize those who are at the most acute risk of losing their housing through eviction or other means. If you have additional areas of prioritization, please describe those as well.~~

~~CCSSD's rent assistance Standard Operating Procedures allow the agency to prioritize persons with the highest vulnerability. The at risk referral populations include households with at least one of the vulnerability factors listed below:~~

- ~~• Eviction for nonpayment of rent notices or on the actual eviction court docket~~
- ~~• At least one member age 58 or older~~
- ~~• Chronic health vulnerability/disability/fixed income and no housing subsidy~~
- ~~• At least one member who identifies as from a marginalized community (BIPOC, LGBTQ+, Immigrant, Refugee)~~
- ~~• English is not the primary or preferred language spoken~~
- ~~• Escaping domestic violence when other providers have no resources or the household prefers to work with CCSSD~~

~~People who are not in any of the above vulnerable populations will not be excluded from services, and it is our belief that the prioritizations are broad enough so as not to have a disparate impact on any particular protected class. All ORE DAP applicants will meet the required criteria for the program.~~

~~MAC Group Collaboration (if applicable)~~

~~What is a Multi-Agency Coordination (MAC) Group?~~

~~A Multi-Agency Coordination (MAC) Group is a group for interagency management planning, coordination, and operational leadership to provide strategic coordination, identify resources, and manage goals.~~

~~The MAC group will lead in the development, completion, and deployment of the community plan. Local communities will work to identify interventions based on the needs of people experiencing housing instability within the service region. The MAC groups will work continuously with OHCS throughout the year to review data and amend plans as needed to ensure goals are met.~~

~~The local MAC group will include:~~

- ~~• Local jurisdictions (homelessness and emergency management staff)~~
- ~~• Public housing authority~~
- ~~• Local homelessness agencies~~
- ~~• Rapid rehousing service providers~~
- ~~• Shelter developer/operator~~

- Landlord associations
- Behavioral Health providers

If your agency is in a MAC group region as designated by Executive Order 23-02, there is a requirement for your organization to collaborate with your MAC group throughout All In ORE-DAP planning and implementation. The MAC group will set strategy and approach for all three of the Governor's goals, including prevention, rehousing and shelter creation. The CAA will be responsible for implementing the strategy to reach the Governor's overall goal of preventing homelessness for 8750 households by January 10, 2024.

If this applies to your agency, please describe how you have collaborated with your MAC group to produce your All In ORE-DAP strategy and plans? Describe any outreach or engagement the MAC group may have completed to inform the plan.

The Community Action Agency function in Clackamas County is administered by the Social Services Division of Clackamas County's Health, Housing & Human Services (H3S) Department. The Social Services Division Director, Brenda Durbin, is on the local MAC Group, which is being led by the Housing & Community Development Division of the H3S Department. Based on this structure, both the prevention funding flowing through Community Action Agencies and the rest of the HB 5019 funding flowing through MAC Groups (Continuums of Care) are being administered by Clackamas County's H3S Department.

From August, 2020, to April, 2021, Clackamas County conducted extensive and inclusive community engagement to inform the development of a Local Implementation Plan (LIP), as required by the passage of Metro ballot measure 26-210, the Supportive Housing Services (SHS) Measure. This engagement sought to elicit stakeholder perspectives on gaps in the current homelessness response system of care; investment priorities for the first years of implementation of the SHS Measure; and gaps and priorities for communities of color. Over a dozen community advisory groups and stakeholder tables were engaged. Additionally, public listening sessions were held, consultants conducted focus groups and listening sessions with communities of color, and a diverse and inclusive LIP Steering Committee was established. By charter, the LIP Steering Committee membership was not less than half representatives from communities of color, and with a priority for lived experience, nearly half of the at large membership had lived experience of homelessness and/or extreme poverty. The resulting LIP was approved by the Housing Authority Board of Commissioners in April 2021 and subsequently approved by Metro. The LIP guides the County's work in prioritizing the use of funds for the delivery of housing and homeless services, and a regional Oversight Committee maintains the County's accountability for the implementation of the plans strategies and achieving the LIP's goals. The County annually updates the LIP goals with an Annual Work Plan, establishing outcome goals for housing placements, shelter unit development/support, eviction prevention, and other goals related to the County's LIP.

Due to text limitations, the rest of the response to this question has been submitted via email per instructions received on 4/17/23 from HSD Housing Retention.

All In ORE DAP Spending/ Allowable Expenditures

Which allowable ORE DAP expenditures will you prioritize? Will there be any allowable expenses from the ORE DAP program manual that will not be offered to your program participants?

ORE DAP funds will be prioritized for housing financial assistance (rent assistance, rent arrearages and utility assistance), but will also allow for prevention activities, diversion activities, stabilization support services, outreach and engagement and administrative costs. All funds spent during this phase of ORE DAP will focus on Eviction Diversion and Homelessness Prevention. Local and other funds will be leveraged to assist with providing wrap around support services and referral to additional resources to assist with developing long term stabilization solutions beyond the short term solution provided by ORE DAP funds. All allowable expenses with sufficient documentation and demonstration of need will be provided if necessary for eviction diversion and homelessness prevention. Cash payments and gift cards are not allowed for this program.

Anticipated Spenddown Timeline

All In ORE DAP funds can be spent in support of the stability outcomes for the number of households communicated in your All in ORE DAP funding formula workbook between January 10, 2023 and January 10, 2024. Based on your analysis, when do you anticipate your funds will be fully expended, with your required outcomes reached?

It is our intention to fully expend funds by the deadline of January 10, 2024.

Progress Milestone Timeline

OHCS has populated a proposed Progress Milestone Timeline below. This timeline will serve as a means to ensure the overall project is on task and the State is collectively meeting our goals by the deadline of the end of the Executive Order emergency declaration, January 10, 2024.

Please confirm below that this template milestone is sufficient or produce an alternative progress milestone timeline below that your organization will commit to. Timelines may be amended through an Implementation Report amendment at the approval of OHCS.

Proposed Progress Milestone Timeline also attached in Implementation Report email.

~~This template is sufficient at this time, although we will evaluate it more fully as we launch this program.~~

~~Confirmed:~~

~~March 2023—~~

- ~~— Receive allocation amount from OHCS~~

~~April 2023—~~

- ~~— Convene MAC group to strategize All in ORE DAP spending to meet required service outcomes.~~
- ~~— Receive All in ORE DAP program guidance update.~~
- ~~— Complete All in ORE DAP Implementation Report for submission~~

~~May 2023—~~

- ~~— Continue assessment of system gaps in partnership with MAC Group, if applicable.~~
- ~~— Internal review of ORE DAP EO grant agreement.~~
- ~~— Grant agreement execution goal: May 15, 2023~~

~~June 2023—~~

- ~~— Service goal:
5% of HH goal served.~~
- ~~— Meet with OHCS program staff during scheduled quarterly benchmark meeting.~~

~~July 2023—~~

- ~~— Service goal:
15% of HH goal served (20% to date)~~

~~August 2023—~~

- ~~— Service goal:
15% of HH goal served (35% to date)~~

~~September 2023—~~

- ~~— Service goal:
15% of HH goal served (50% to date)~~
- ~~— Meet with OHCS program staff during scheduled quarterly benchmark meeting.~~

~~October 2023—~~

- ~~— Service goal:
15% of HH goal served (65% to date)~~

~~November 2023—~~

- ~~— Service goal:
15% of HH goal served (80% to date)~~

~~December 2023—~~

- ~~— Service goal:
15% of HH goal served (95% to date)~~
- ~~— Meet with OHCS program staff during scheduled quarterly benchmark meeting.~~

~~January 2024—~~

- ~~— Service goal:
5% of HH goal served (100% to date)~~

Training and Technical Assistance

~~OHCS believes that training and technical assistance can serve as a support for the expertise and knowledge that local providers have available to them. We have contracted with national TA providers to support in the implementation of these programs. We want to encourage local communities to submit TA requests through the following form:~~

~~<https://app.smartsheet.com/b/form/b8d8efc0bb204567965dc7fd51f8870e>~~

~~If you have questions about TTA available through this process, please contact EQ2302.questions@HCS.oregon.gov~~

~~Please provide any additional comments:~~

~~Our primary concern is the amount of funding provided per household is extremely low for eviction prevention purposes. Clackamas County is allocated \$1.6M in program funds and is expected to provide services to 490 households. This will allow for an average payment of \$3,267 per household. With fair market rents in Clackamas County at \$1,839 for a two bedroom apartment (FY 2023, HUD), the typical amount to prevent an eviction is likely, at a minimum, to be 2 months of rent plus late fees (at least \$3,876) and does not include utility arrearages or any other charges. If any additional supports are required or if short term rent assistance for up to 6 months is required to stabilize the individual or family in housing, costs will rapidly exceed the available funds per household.~~

~~[End of Exhibit B]~~

View results

Respondent

16

Anonymous

1623:32

Time to complete

1

What is the name of your organization? *

ACCESS

CAO

CAPECO

CAT

CCNO

CCSSD

CINA

CSC

KLCAS

LCHSD

MCCAC

MULTCO

MWVCAA

NIMPACT

OHDC

UCAN

YCAP

Coos County

Curry County

2

Please update your Gatekeeper contacts:

Primary Program Contact: Name + Email Address

Secondary Program Contact: Name + Email Address

Primary Fiscal Contact: Name + Email Address

Secondary Fiscal Contact (optional): Name + Email Address *

Primary Program Contact: R.E. Szego rszego@clackamas.us

Secondary Program Contact: Teresa Christopherson teresachr@clackamas.us

Primary Fiscal Contact: Kara Taylor KTaylor@clackamas.us

Secondary Fiscal Contact: Doug Green DGreen2@clackamas.us

ORE-DAP Strategy and Implementation Description

Please describe your overall strategy for accomplishing the objectives of the funding in alignment with your contract. The strategy must include a description of what methods you will use with the available funding to prevent at-risk households from experiencing homelessness or eviction as outlined in your contract and the ORE-DAP Program Guidance. *

In response to Governor Kotek's State of Emergency Declaration, Clackamas County has instituted a Multi-Agency Coordination (MAC) Group, designed to address the complexities of both short- and long-term housing stabilization. In a unified and concerted effort with community partners, the county identified tenant-based rental assistance as a pivotal focus during the comprehensive planning process. Through this collaborative endeavour, we aim to stabilize the most vulnerable households with rental assistance to prevent evictions while providing referrals to longer term resources to encourage stabilization and ongoing self-sufficiency.

Clackamas County's Social Services Division's (CCSSD's) Rent Assistance work unit is dedicated to supporting clients with housing financial assistance, including rent arrearages and rent assistance; referrals to local resources; and utility assistance for households on the brink of housing displacement.

Part of this approach involves a synergistic partnership with the local eviction court. CCSSD seamlessly collaborates with Resolution Services mediators, obtaining the eviction docket every Monday. Proactively screening for eligibility and intervening to prevent evictions, CCSSD issues intent-to-pay letters and engages with tenants at risk, adeptly navigating the intricacies of eviction court proceedings. This collaborative effort extends to the Oregon Eviction Defence Project, fortifying the mutual commitment to preventing evictions in the community.

CCSSD also provides Housing Rights and Resources, an initiative offering comprehensive Fair Housing and Landlord-Tenant information. The division maintains a prioritized and funded referral relationship with Legal Aid Services of Oregon and the Fair Housing Council of Oregon, fortifying the legal framework underpinning their eviction prevention initiatives.

CCSSD has proactively implemented measures to reduce the issuance of eviction notices, employing the Coordinated Entry system accessible through phone or an online form. In partnership with 211, CCSSD has increased the capacity for live telephone answering and referrals into eviction prevention services. CCSSD's Coordinated Housing Access team provides screening and referrals to resources, including crucial assistance to impacted tenants calling after eviction notices are served. Through this coordinated relationship, CCSSD effectively circumvents many vulnerable households from entering eviction court proceedings. Once triaged and referred, vulnerable households can subsequently apply for critical rent assistance and other supportive services.

CCSSD is on the verge of operationalizing a county-based version of Allita, the web-based application system designed for the streamlined processing and tracking of eviction prevention efforts. This implementation will significantly enhance efficiency, allowing the short-term rental assistance team to process and serve a greater number of households effectively.

Finally, CCSSD is bolstering its capacity by increasing staffing levels in both the Rental Assistant unit and the Coordinated Housing Access unit. These increases will improve our ability to undertake a substantial body of housing instability prevention work, ultimately increasing their efficacy in serving the vulnerable residents scattered throughout the Clackamas County.

4

Key Performance Indicators

1) Grantee shall provide housing retention and eviction prevention services for the full number of households as outlined in the Implementation Report.

There is an expectation that your organization will serve a certain number of households with your 23-25 biennium ORE-DAP allocation. This proposed number of households served is outlined by you in your Implementation Report and is based upon your allocation as outlined in the allocation table that OHCS communicated.

2) Increased housing stability for households at imminent risk of experiencing eviction or homelessness, as measured by the percentage of total program participant households who reside in permanent housing upon exit from the program or project funded by the program.

Do you have any comments regarding meeting these performance indicators? Are there other indicators of Eviction Prevention and Housing Retention program success that you will be tracking and monitoring throughout the performance period?

For the first round of ORE-DAP released in May, 2023, CCSSD was expected to serve 490 households with \$1,600,751 in Program funds. This number was provided by the state based on an estimated allocation of \$3000 per household to prevent eviction.

In the current housing market, an average of \$5,500 per household prevents eviction in Clackamas County. At the current market rate CCSSD would only have been able to serve 291 households. The initial numbers projected by OHCS were unachievable without the support of other sources of funding.

Households to be Served

a) Please identify the average per-household cost for prevention during the EO-ORE-DAP program from House Bill 5019. If your community blended other programs to meet the EO goals, please include the total costs that households required to stabilize their housing on average.

b) Based on your allocation in the distributed allocation table and the amount that your community needs to set aside for Program Delivery funding, how many households will you be able to serve between 1/11/24 and 6/30/25 in your service area with the available funding? Please use the per-household costs you identified above as a baseline for estimating this number or provide a rationale for your household goal if it deviates from that amount. *

a) CCSSD spends an average of \$5,486 per household in total funding to prevent eviction and provide housing stabilization, with approximately 40% coming from ORE-DAP funding (\$2,127 average per household) during the period July to September 2023. We leverage Metro's Supported Housing Services (SHS) funds to provide rent assistance to households within the UBG that are at 50% or below average median income (AMI). However, for households in rural areas or for households falling between 50% and 80% AMI, our only source of funding has been the ORE-DAP funding. We anticipate that future service numbers will be similar for the new phase of ORE-DAP funding.

b) If we calculate based on the total average assistance required by current market rate to prevent eviction and provide housing stabilization, the maximum number of households CCSSD could serve during the coming period would be 298. However, with our ability to use SHS funds for approximately 60% of households served, we anticipate being able to support up to 476 households total with ORE-DAP funds. We want to acknowledge that, because of the restrictions associated with SHS funding, our need for ORE-DAP funds will likely substantially exceed the amount of funds available.

6

Budget Considerations

Please provide your budget breakdown for the eligible expenditure categories as outlined in the program guidance:

- Program Delivery expenses
- Program expenses
- Admin expenses (up to 15% of overall allocation)

*

The state has allocated \$1,635,503 in program and \$288,618 in admin for this phase of OREDAP. It is our intention at this time to use all program funds for arrearages, rent assistance, and utility assistance. Admin funds will be used to pay staffing costs.

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Prioritization

Please describe how you will prioritize rental assistance and other supports for those who are at the most acute risk of losing their housing through eviction or other means. If you have additional areas of prioritization (housing status, income, allowable expenditures), please describe those as well. *

CCSSD's rent assistance Standard Operating Procedures prioritize persons with the highest vulnerability. The at-risk referral populations include households with at least one of the following vulnerability factors:

- At risk of eviction due to nonpayment of rent notices or the resident is on the official eviction court docket
- Very low income households (below 30% AMI)
- At least one household member aged 62 or older.
- A chronic health vulnerability/disability/fixed income, and no housing subsidy is currently present to support stabilization
- At least one household member who identifies belonging to a marginalized community (BIPOC, LGBTQ+, Immigrant, Refugee)
- English is not the primary or preferred language spoken in the household
- Consideration is given to those escaping domestic violence when other providers have no other alternative resources available.

CCSSD ensures inclusivity by not excluding households that do not fall into the aforementioned vulnerable populations, aiming to prevent any disparate impact on protected classes. All ORE-DAP applicants are expected to meet the rigorous criteria set forth by the program.

ORE-DAP Spending / Allowable Expenditures

Which allowable ORE-DAP expenditures will you prioritize? Will there be any allowable expenses from the ORE-DAP program manual that will not be offered to your program participants? *

The newest round of ORE-DAP program funds will be used for rent arrearages, rent assistance, and utility assistance. We do not intend to utilize these funds for other allowable expenditures listed in the ORE-DAP manual. Other services will be provided by other funding sources. The entire allocation during this phase of ORE-DAP is geared towards the dual objectives of Eviction Diversion and Homelessness Prevention.

CCSSD will augment these efforts, with local and supplementary funds to deliver comprehensive eviction prevention support services, with referrals submitted for additional supports to increase housing stability and contribute to the enduring stabilization solutions that surpass the immediate relief provided by ORE-DAP funds. All eligible expenses in the above listed categories, substantiated by adequate documentation and a demonstration of need, will be accommodated for eviction diversion and homelessness prevention. It's crucial to note that cash payments and gift cards are expressly prohibited under the purview of this program.

Anticipated Spenddown Timeline

ORE-DAP funds can be spent in service to stability outcomes during the performance period of January 11, 2024, to June 30, 2025.

All funds, except for administrative allocations, will be spent proportional to the Expenditure Period at the rate prescribed below (as tracked through the OPUS "Award Summary" report).

The goal of the Maximum Spending Targets is to ensure that your community does not run out of resources too early before the end of the biennium. If you are planning to use an alternative fund source, you may indicate that in an alternative plan below.

(The minimum and maximum spending targets are also outlined in the program guidance)

If you are requesting a deviation from this spend down plan, please outline and justify the change below. Please state that you are "requesting an alternative plan, which will look like this:" and communicate the details of the alternative spend down plan. *

Minimum Spending Targets	Maximum Spending Targets
As of 5/24/24 (25% through the Expenditure Period): At least 10% of the funding must be spent.	As of 5/24/24 (25% through the Expenditure Period): No more than 25% of the funding can be spent by this date.
As of 10/5/24 (50% through Expenditure Period): At least 25% of the funding must be spent.	As of 10/5/24 (50% through Expenditure Period): No more than 50% of the funding can be spent by this date.
As of 2/15/25 (75% through Expenditure Period): At least 65% of the funding must be spent.	As of 2/15/25 (75% through Expenditure Period): No more than 75% of the funding can be spent by this date.
As of 5/7/25 (90% through Expenditure Period): At least 90% of the funding must be spent.	As of 5/7/25 (90% through Expenditure Period): No cap on percentage of spending.

It is our intention to follow the state’s guidelines for minimum and maximum spending targets. However, our actual spend rate will be highly dependent on two primary factors: 1) the amount of assistance needed per household to prevent eviction and provide short term housing stability and 2) the number of households applying for assistance that live outside of the UGB and are unable to

receive rent assistance from SHS dollars. These households are wholly dependent on ORE-DAP funds for their assistance. If we have an unusually large number of rural households applying for assistance, we may rapidly exceed our spending targets and run out of funds before the end of the biennium.

Capacity Building funds (up to 5% of overall allocation)

Capacity building assists organizations to develop networks to undertake joint activities and coordinate their services to achieve common goals and provide better service to participants experiencing housing instability. If a grantee wishes to hire technical assistance consultants, it is an allowable expenditure.

Funding can be used to support projects and activities that increase a grantee's service area's capacity to provide emergency housing and homeless services. Capacity building includes capacity building internal to the grantee as well as within the external service area and community. Capacity building includes increasing a grantee/grantee's capacity to deliver OHCS funds and include service provider investments

The specific focus of capacity building is to enhance local eviction prevention provider capacity to design and implement strategies to build, rebuild and sustain community capacity – especially in deprived communities and in towns, cities and regions suffering from economic decline, worklessness and benefits dependency. Supporting organizations with mentoring, finance, strategy building, and system analysis are a vital part of capacity building. Records of capacity building activities must be kept in accordance with OHCS Records Requirements, inclusive of meeting records, outcomes, and evaluation records, along with any fiscal records associated with the project.

Objectives of Capacity Building are:

1. To enhance, or more effectively utilize, skills and abilities and resources of eviction prevention service providers;

1. Strengthen understandings and relationships amongst eviction prevention service providers; and

1. Address issues of values, attitudes, motivations, and conditions to support housing stability activities in a sustainable manner.

Capacity building is not a category through which to simply share program

information and available services with other providers which can be accomplished through marketing and outreach efforts. Capacity building projects are activities that are specifically designed to increase the community's ability to provide eviction prevention services. Costs associated with advertising and public relations designed solely to promote the grantee/subrecipient organization and their activities are allowable to be billed under communications.

Do you have capacity building projects and initiatives that you expect to use this category of funding for? If so, please describe.

No

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Barriers and Challenges

What barriers or challenges do you anticipate facing in achieving your deliverables? What supports can OHCS offer, if possible, to help ensure your success? *

ORE-DAP stands as the sole funding source that CCSSD can harness for households residing outside the UGB in our county's expansive rural regions and for households within the UGB that exceed 50% AMI. This will necessitate an adjustment in our key performance indicators (KPIs) as we grapple with the uncertainty of when these cases will require eviction prevention and stabilization assistance. Normally we would set the KPI at a higher household target. The only solution that OHCS could offer at this time would be additional funding.

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Training and Technical Assistance:

OHCS believes that training and technical assistance can serve as a support for the expertise and knowledge that local providers have available to them. We have contracted with national TA providers to support in the implementation of these programs. We want to encourage local communities to submit TA requests through the following form:

If you have questions about TTA available through this process, please contact EO2302.questions@HCS.oregon.gov

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Additional comments: