

May 12, 2022

Board of Commissioners
Clackamas County

Members of the Board:

Approval of Federal Subrecipient Grant Agreement Amendment #4 with The Father's Heart Street Ministry for Services to continue the Non-Congregate Hotel Shelter Program. Total Amendment Value is \$124,717. Funded by the United States Department of Housing & Urban Development (HUD), Emergency Solutions Grant COVID 2 and State Homeless Assistance Program (SHAP) Grant from Oregon Housing and Community Services.
County

General Funds are not involved.

Purpose/Outcomes	Approval of Amendment #4 in which The Father's Heart Street Ministry will continue to provide shelter support services to individuals and households housed in hotel-based shelter.
Dollar Amount and Fiscal Impact	Increase by \$124,717 Emergency Solutions Grant (ESG-CVD2) funds and State Homeless Assistance Program (SHAP) in County FY21-22. New total maximum of \$558,082
Funding Source	United States Department of Housing & Urban Development (HUD) Emergency Solutions Grant (ESG-CVD2) and State Homeless Assistance Program Grant (SHAP)
Duration	Amendment is effective upon signature, with a new eligible grant expenditure period end date of June 30, 2022.
Previous Board Action/Review	The original agreement was approved by the County Administrator and signed by H3S on 3-2-21. Amendment #1 was approved by the County Administrator on 6-24-21, Amendment #2 was approved by the Board on 1-13-22. Amendment #3 was approved by the Board on 2-3-22. Item at County Issues on 5-10-22
Strategic Plan Alignment	<ol style="list-style-type: none"> 1. This funding aligns with H3S's strategic priority to increase self-sufficiency for our clients. 2. This funding aligns with the County's strategic priority to ensure safe, healthy and secure communities.
Counsel Review	This Grant Amendment was approved by County Counsel on 4-26-22 by Andrew Naylor.
Procurement Review	<ol style="list-style-type: none"> 1. Was the item processed through Procurement? No 2. If no, provide brief explanation: This is a grant amendment, not subject to Procurement review.
Contact Person	Brenda Durbin, Social Services Director (503)655-8641
Grant No.	#21-022 / H3S#10052

BACKGROUND:

The Social Services Division of the Health, Housing and Human Services Department requests approval of a Grant Amendment #4 with The Father's Heart Street Ministry (TFH). TFH will continue to provide services to provide shelter support services to individuals and households housed in hotel-based shelter, such as case management and supportive services, including client food, transportation, and other eligible direct client needs. Participants are being transitioned into permanent housing and the program has been extended to June 30, 2022 to allow for housing navigation services to support these transitions.

This Grant Amendment extends the end date of the agreement to June 30, 2022 and increases the maximum value of the Agreement by \$124,717 for a total value of \$558,082. County Counsel approved the amendment and it is effective upon signature by all parties. The eligible grant expenditure period will extend to June 30, 2022. The funding source is the United States Department of Housing & Urban Development (HUD), Emergency Solutions Grant, (ESG-CV2) and State Homeless Assistance Program (SHAP) from Oregon Housing and Community Services. . There are no County General Funds involved.

RECOMMENDATION:

Staff recommends the Board approval of this Grant Amendment, and requests authorization for Tootie Smith, Board Chair, to sign.

Respectfully submitted,

Rodney A. Cook

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

Subrecipient Amendment (FY 21-22)
Clackamas County, Department of Health, Housing and Human Services

Subrecipient Agreement Number: 21-022

Board Order Number:

Department/Division: H3S, Social Services Division

Amendment No. 4

Subrecipient: The Father's Heart Street Ministry

Amendment Requested By: Brenda Durbin

Approved to Form:



04/26/2022

County Counsel

Dated

Changes: Scope of Service
 Agreement Time

Agreement Budget
 Other:

Justification for Amendment:

This Amendment #4 is entered into between The Father's Heart Street Ministry ("SUBRECIPIENT") and Clackamas County ("COUNTY") and shall become part of that Subrecipient Grant Agreement ("Agreement") entered into between both parties on 3/2/21. The Agreement funds SUBRECIPIENT's non-congregate hotel shelter program. This Amendment #4 allows SUBRECIPIENT to continue to support participants in its non-congregate hotel shelter program until June 30, 2022. This Amendment #4 adds a total of \$124,717 in fiscal year 2021-2022, for a new agreement maximum of \$558,082. It also extends the end date for eligible expenditures to June 30, 2022.

This Amendment #4 is effective upon signature and continues through June 30, 2022. Eligible expenditure periods for each of the funding sources are outlined below.

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

AMEND:

1. **Term and Effective Date.** This Agreement becomes effective on execution. Eligible expenses for this Agreement may be charged during the period beginning January 1, 2021 and expiring April 30, 2022 a total of fourteen (16) months.

TO READ:

1. **Term and Effective Date.** This Agreement becomes effective on execution. Eligible expenses for this Agreement may be charged during the period beginning January 1, 2021 and expiring **June 30, 2022**, a total of **nineteen (19)** months.

The Father's Heart Street Ministry

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AMEND:

4. Grant Funds. COUNTY's funding for this Agreement is as follows:

Emergency Solutions Grant (Catalogue of Federal Domestic Assistance [CFDA] #: 14.231; \$277,150) issued to COUNTY by the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification# E20-UW-41-0001). Term for eligible expenses: January 1, 2021 to *April 30, 2022*.

Emergency Solutions Grant (Catalogue of Federal Domestic Assistance [CFDA] #: 14.231; \$2,000) issued to COUNTY as pass-through funding from the State of Oregon, Housing and Community Services Department (OHCS), via the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification award number: E-20-DW-41-0001). Term for eligible expenses: January 1, 2021 to June 30, 2021.

State Homeless Assistance Program (SHAP; \$110,715) issued to COUNTY State of Oregon Housing and Community Services Department (OHCS) through COUNTY's Master Grant Agreement Award #5084 and 2021-23 Master Grant Agreement #7005. Term for eligible expenses: January 1, 2021 to *April 30, 2022*.

Epidemiology and Laboratory Capacity (ELC; \$43,500) issued to COUNTY from Oregon Health Authority. Term for eligible expenses: September 1, 2021 to February 28, 2022.

The maximum, not to exceed, grant amount COUNTY will pay is \$433,365. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

TO READ:

4. Grant Funds. COUNTY's funding for this Agreement is as follows:

Emergency Solutions Grant (**Assistance Listing** #: 14.231; **\$390,342**) issued to COUNTY by the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification# E20-UW-41-0001). Term for eligible expenses: January 1, 2021 to **June 30, 2022**.

Emergency Solutions Grant (**Assistance Listing** #: 14.231; \$2,000) issued to COUNTY as pass-through funding from the State of Oregon, Housing and Community Services Department (OHCS), via the U.S. Department of Housing and Urban Development, Office of Community Planning and Development (Federal Award Identification award number: E-20-DW-41-0001). Term for eligible expenses: January 1, 2021 to June 30, 2021.

State Homeless Assistance Program (SHAP; **\$122,240**) issued to COUNTY State of Oregon Housing and Community Services Department (OHCS) through COUNTY's Master Grant Agreement Award #5084 and 2021-23 Master Grant Agreement #7005. Term for eligible expenses: January 1, 2021 to **June 30, 2022**.

Epidemiology and Laboratory Capacity (ELC; \$43,500) issued to COUNTY from Oregon Health Authority. Term for eligible expenses: September 1, 2021 to February 28, 2022.

The maximum, not to exceed, grant amount COUNTY will pay is **\$558,082**. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request. Failure to comply with the terms of this Agreement may result in withholding of payment.

AMEND

EXHIBIT A.1, SUBRECIPIENT SCOPE OF WORK, Article I, Section B:

- B. It is expected that the funding under this ESG Agreement will assist approximately 50 homeless families with shelter services during the January 1, 2021 to April 30, 2021 winter warming shelter period. From May 1, 2021, to April 30, 2022, staff will provide support, information and connection to services, including long term house resources to program participants.

These services will be provided to households experiencing homeless either as an impact of the COVID-19 pandemic or who, because of age, underlying health conditions or other allowable issues, are not suitable for placement in a congregate shelter setting.

This Agreement, through OHA/ELC funding, will also provide funding to support COVID positive individuals and families who have been placed in quarantine in a hotel. Services provided will include case management and supportive services.

TO READ:

- B. It is expected that the funding under this ESG Agreement will assist approximately 50 homeless families with shelter services during the January 1, 2021 to April 30, 2021 winter warming shelter period. From May 1, 2021, to **June 30, 2022**, staff will provide support, information and connection to services, including long term house resources to program participants.

These services will be provided to households experiencing homeless either as an impact of the COVID-19 pandemic or who, because of age, underlying health conditions or other allowable issues, are not suitable for placement in a congregate shelter setting.

This Agreement, through OHA/ELC funding, will also provide funding to support COVID positive individuals and families who have been placed in quarantine in a hotel. Services provided will include case management and supportive services.

AMEND EXHIBIT A.1, SUBRECIPIENT SCOPE OF WORK, Article II, Compensation, Section A:

- A. SUBRECIPIENT is eligible for an amount not to exceed Four Hundred Thirty Three Thousand Three Hundred Sixty Five dollars (\$433,365) from January 1, 2021, to April 30, 2022, as specified under the conditions listed in Section I and as outlined in Exhibit B Subrecipient Program Budget.

TO READ:

- A. SUBRECIPIENT is eligible for an amount not to exceed **Five Hundred Fifty Eight Thousand Eighty Two dollars (\$558,082)** from January 1, 2021, to **June 30, 2022**, as specified under the conditions listed in Section I and as outlined in Exhibit B Subrecipient Program Budget.

Continued on next page

REPLACE THE FOLLOWING TABLE FROM EXHIBIT B – BUDGET:

Program Costs	Total Budget Amount	Budget Breakdown			
		Total ESG CV2 Federal Amount (OHCS)	Total PE01-09 State Amount (OHA)	Total SHAP State Amount (OHCS)	Total ESG CV2 Federal Amount (CD IAA)
Budget January 1, 2021 to June 30, 2021					
Staffing Costs (includes benefits and taxes and employer share insurance)	\$64,500	\$0		\$64,500	\$0
Administrative/office support at 120 hours per month (includes benefits and taxes)	\$8,500	\$0		\$8,500	\$0
Client Services- food, transportation and other eligible program expenses	\$12,000	\$2,000		\$10,000	\$0
Total Jan. 1, 2021 to June 30, 2021	\$85,000	\$2,000	\$0	\$83,000	\$0
Program Costs	Total Budget Amount	Budget Breakdown			
		Total ESG CV2 Federal Amount (OHCS)	Total PE01-09 State Amount (OHA)	Total SHAP State Amount (OHCS)	Total ESG CV2 Federal Amount (CD IAA)
Budget July 1, 2021 to December 31, 2021					
Direct Cost, Staffing (includes benefits):					
Hotel Shelter Program Coordinator (1 FTE until 12/31/21, then .25 FTE until 4/30/22)	\$44,000				\$44,000
Case Management Services (10 hours per week @ \$75/hr)	\$19,500		\$19,500		
Case Manager 1 FTE (until 4/30/22)	\$50,000				\$50,000
Case Manager 1 FTE (until 3/31/22)	\$40,500				\$40,500
Case Manager 1 FTE (until 3/31/22)	\$36,000				\$36,000
Case Manager 1 FTE (until 2/28/22)	\$23,000				\$23,000
Case Manager 1 FTE (until 12/31/22)	\$18,000				\$18,000
Direct Cost: Employer share payroll taxes and insurance	\$21,150				\$21,150
Direct Cost: Client Services	\$68,500		\$24,000		\$44,500
INDIRECT COSTS - 10% of Direct Cost monthly total. Non-federally funded	\$27,715			\$27,715	
Total July 1, 2021 to April 30, 2022	\$348,365	\$0	\$43,500	\$27,715	\$277,150
Total Budget Jan. 1, 2021 to Apr. 30, 2022 by funding source:					
	\$433,365	\$2,000	\$43,500	\$110,715	\$277,150

Budget Notes:
Indirect Costs are available as of July 1, 2021.
All staff assigned to this grant are working exclusively on the services provided under this grant. Their time is not eligible to be charged to any other funding sources.
Client Services: Eligible expenses include client transportation (including bus tickets), food, and costs associated with obtaining identification or services for clients, such as mileage or fees. All other expenses must be approved by COUNTY Program Manager prior to charging the grant.

WITH REVISED EXHIBIT B TABLE –BUDGET:

Program Costs	Total Budget Amount	Budget Breakdown			
		Total ESG CV2 Federal Amount (OHCS)	Total PE01-09 State Amount (OHA)	Total SHAP State Amount (OHCS)	Total ESG CV2 Federal Amount (CD IAA)
Budget January 1, 2021 to June 30, 2021					
Staffing Costs (includes benefits and taxes and employer share insurance)	\$64,500	\$0		\$64,500	\$0
Administrative/office support at 120 hours per month (includes benefits and taxes)	\$8,500	\$0		\$8,500	\$0
Client Services- food, transportation and other eligible program expenses	\$12,000	\$2,000		\$10,000	\$0
Total Jan. 1, 2021 to June 30, 2021	\$85,000	\$2,000	\$0	\$83,000	\$0
Program Costs	Total Budget Amount	Budget Breakdown			
		Total ESG CV2 Federal Amount (OHCS)	Total PE01-09 State Amount (OHA)	Total SHAP State Amount (OHCS)	Total ESG CV2 Federal Amount (CD IAA)
Budget July 1, 2021 to June 30, 2022					
Direct Cost, Staffing (includes benefits):					
Hotel Shelter Program Coordinator (1 FTE until 12/31/21, then .5 FTE until 6/30/22)	\$60,750				\$60,750
Case Management Services (10 hours per week @ \$75/hr)	\$19,500		\$19,500		
Case Manager 1 FTE (until 6/30/22)	\$61,692				\$61,692
Case Manager 1 FTE (until 6/30/22)	\$54,000				\$54,000
Case Manager 1 FTE (until 6/30/22)	\$54,000				\$54,000
Case Manager 1 FTE (until 6/30/22)	\$42,000				\$42,000
Case Manager 1 FTE (until 6/30/22)	\$30,000				\$30,000
Direct Cost: Employer share payroll taxes and insurance	\$29,700				\$29,700
Direct Cost: Client Services	\$82,200		\$24,000		\$58,200
Mileage- case managers	\$1,800			\$1,800	
INDIRECT COSTS - 10% of Direct Cost monthly total. Non-federally funded	\$37,440			\$37,440	

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Total July 1, 2021 to June 30, 2022	\$473,082	\$0	\$43,500	\$39,240	\$390,342
Total Budget Jan. 1, 2021 to June 30, 2022 by funding source:	\$558,082	\$2,000	\$43,500	\$122,240	\$390,342

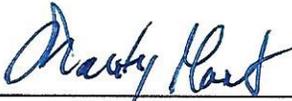
Budget Notes:
 Indirect Costs are available as of July 1, 2021.
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Signature page follows

SIGNATURE PAGE

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

SUBRECIPIENT
The Father's Heart Street Ministry

By: 
Marty Gant, President

4/25/22
Dated

CLACKAMAS COUNTY

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

County Signatures:

Tootie Smith, Chair
Board of County Commissioners

Dated