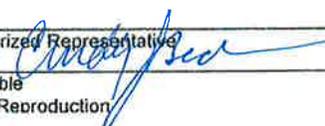


Appendix A

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED	Applicant Identifier
			3. DATE RECEIVED BY STATE	State Application Identifier
			4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION				
Legal Name: Clackamas County, Oregon		Organizational Unit: Department: Health, Housing and Human Services		
Organizational DUNS: 096992656		Division: Housing and Community Development		
Address: Street: 2051 Kaen Road #245		Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Oregon City		Prefix: Mr.	First Name: CHUCK	
County: Clackamas		Middle Name		
State: Oregon		Last Name ROBBINS		
Zip Code 97045		Suffix:		
Country: USA		Email: CHUCK@CO.CLACKAMAS.OR.US		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 93-6002286		Phone Number (give area code) 503.650.5666	Fax Number (give area code) 503.655.8563	
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		7. TYPE OF APPLICANT: (See back of form for Application Types) B.COUNTY Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 14-218		9. NAME OF FEDERAL AGENCY: US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT		
TITLE (Name of Program): CDBG COMMUNITY DEVELOPMENT BLOCK GRANT		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: APPLICATION FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Clackamas County, Oregon		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 5,3,1 b. Project 5,3,1		
13. PROPOSED PROJECT Start Date: 07/01/2014 Ending Date: 06/30/2015		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
15. ESTIMATED FUNDING:		17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
a. Federal \$ 2,033,844 ⁰⁰				
b. Applicant \$ ⁰⁰				
c. State \$ ⁰⁰				
d. Local \$ 1,328,057 ⁰⁰				
e. Other \$ 640,000 ⁰⁰				
f. Program Income \$ 300,000 ⁰⁰				
g. TOTAL \$ 4,301,901 ⁰⁰				
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix	First Name CINDY		Middle Name	
Last Name BECKER	Suffix			c. Telephone Number (give area code) 503.650.5696
b. Title DIRECTOR	e. Date Signed 5/5/14			
d. Signature of Authorized Representative 				

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approved No. 3076-0006

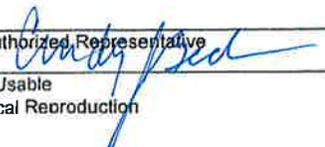
Version 7/03

1. TYPE OF SUBMISSION: Application		<input type="checkbox"/> Pre-application	2. DATE SUBMITTED	Applicant Identifier
<input type="checkbox"/> Construction		<input type="checkbox"/> Construction	3. DATE RECEIVED BY STATE	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction		<input type="checkbox"/> Non-Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION				
Legal Name: Clackamas County, Oregon		Organizational Unit: Department: Health, Housing and Human Services		
Organizational DUNS: 096992656		Division: Housing and Community Development		
Address: Street: 2051 Kaen Road #245		Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: Oregon City		Prefix:	First Name: Chuck	
County: Clackamas		Middle Name		
State: Oregon		Last Name Robbins		
Zip Code 97045	Suffix:			
Country: USA		Email: chuck@co.clackamas.or.us		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): [9][3]-[6][0][0][2][2][8][6]		Phone Number (give area code) 503-650-5666	Fax Number (give area code) 503-655-8563	
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) B. COUNTY Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): HOME INVESTMENT PARTNERSHIP PROGRAM		9. NAME OF FEDERAL AGENCY: Federal Mediation and Conciliation Service		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): CLACKAMAS COUNTY, OREGON		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: APPLICATION FOR HOME INVESTMENT PARTNERSHIP PROGRAM		
13. PROPOSED PROJECT Start Date: 07/01/2014		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 5,3,1		
Ending Date: 06/30/2015		b. Project 5,3,1		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 769,660	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON		
b. Applicant	\$	DATE:		
c. State	\$ 7,000,000	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
d. Local	\$	<input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
e. Other	\$ 700,000	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
f. Program Income	\$ 15,000	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
g. TOTAL	\$ 8,469,660			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix	First Name CINDY		Middle Name	
Last Name BECKER		Suffix		
b. Title DIRECTOR OF HEALTH HOUSING AND HUMAN SERVICES		c. Telephone Number (give area code) 503-650-5696		
d. Signature of Authorized Representative 		e. Date Signed 8/15/14		

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	2. DATE SUBMITTED 	Applicant Identifier																				
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10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): HESG EMERGENCY SOLUTIONS GRANT PROGRAM 14-231		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: APPLICATION FOR EMERGENCY SOLUTIONS GRANT FUNDS																						
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Clackamas County, Oregon		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 5,3,1 b. Project 5,3,1																						
13. PROPOSED PROJECT Start Date: 07/01/2014 Ending Date: 06/30/2015		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input checked="" type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW																						
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a. Authorized Representative Prefix: First Name: CINDY Middle Name Last Name: BECKER Suffix:		c. Telephone Number (give area code) 503.650.5696 e. Date Signed: 8/5/14																						
b. Title: DIRECTOR d. Signature of Authorized Representative: 																								

Appendix B

**Continuum of Care (CoC) and
Emergency Solutions Grant Program (ESG)
INTERIM 2014 Policy Manual**

Overview.....	1
General Standards.....	2
CoC Standards.....	4
ESG Standards.....	6
Street Outreach.....	9
Shelter Services.....	10
Prevention and Rapid Rehousing.....	11-16

Attachments

- A. Homeless Definitions
- B. ESG Quick Reference
- C. Habitability Checklist

Overview

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) consolidated three separate homeless assistance programs administered by the U.S. Department of Housing and Urban Development (HUD) under the McKinney-Vento Homeless Assistance Act into a single grant program. The HEARTH Act revised the Emergency Shelter Grants program and renamed the program the **Emergency Solutions Grants (ESG)** program. The HEARTH Act also codified in law the **Continuum of Care (CoC)** planning process that is part of HUD’s annual application for funding of programs and services that assist homeless persons.

24 CFR Part 576 Subpart B details the program components and eligible activities of the ESG program. The five components are:

1. Street Outreach
2. Emergency Shelter
3. Homeless Prevention
4. Rapid Re-housing
5. HMIS (Homeless Management Information System)

ESG provider sub-recipients are selected through a request for Proposals process conducted By Clackamas County Housing and Community Development Division every two or three years.

The Clackamas County Continuum of Care (CoC) is a consortium of individuals and organizations with the common purpose of planning for a housing and services continuum for people who are homeless.

The mission of the Clackamas County CoC is to facilitate the development of a continuum of housing and services that provide sufficient opportunities to significantly mitigate homelessness in Clackamas County, via:

- Full utilization of mainstream resources
- Coordination of service delivery and housing systems
- Systemic agreements and institutional targeting of populations at high risk of homelessness
- Creative cultivation of new resources
- Public awareness to foster a collective sense of responsibility

CoC funded providers operate Transitional Housing, Permanent Supportive Housing and Rapid Rehousing programs and follow the program rules listed in CoC Interim Rule 24 CFR Part 578.

ESG provider sub-recipient contracts also include many ESG program requirements. Each ESG and CoC provider may decide to set standards for their homeless services that exceed these minimum standards, but will at the very least comply with the following Clackamas County Homeless Services General Standards:

General Standards:

1. COORDINATED ASSESSMENT:

Minimum standards for coordinated assessment system are:

- Once the Continuum of Care has developed and adopted a coordinated assessment system in accordance with HUD's requirements (24 CFR Part 578) all ESG and CoC providers in Clackamas County shall use that assessment system.
- A victim services provider may choose not to use the Continuum of Care's coordinated assessment system.

2. HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS):

Minimum standards for CoC and ESG data are:

- Providers, except for victim service providers shall actively utilize the Homeless Management Information System (HMIS), to enter data on people served and assistance provided under ESG.
- Victim service providers shall actively utilize a comparable data system that meets HUD's standards (24 CFR 576.107).
- Providers shall adhere to the reporting and data quality standards listed in the current Clackamas County HMIS Policies and Procedures.

3. PERFORMANCE MEASUREMENT

CoC and ESG providers will submit Annual Performance Reports (APRs) to HUD. At least annually CoC and ESG providers will be measured using the HUD CoC performance measures of:

- a. Ending Chronic Homelessness – Have any new chronic persons been housed?
- b. Housing Stability – Have participants stayed in or moved to permanent housing?
- c. Jobs and Income Growth – Have participants increased their income?
- d. Mainstream Benefits – Have participants gotten access to services?
- e. Rapid Re-Housing – Have families been appropriately housed as quickly as possible?

Emergency Shelter activities' performance will be measured using the following indicators:

- a. Number and percentage of people exiting to a known place.
- b. Number and percent of people who increase income from entry to exit in emergency housing programs.

4. EDUCATION OF CHILDREN

Clackamas County CoC strongly values education, believing that increased educational attainment lowers risk of future homelessness. ESG and CoC programs shall inform parents and unaccompanied youth of their educational rights and mandate school enrollment and attendance with ESG and CoC services. Providers and homeless school liaisons coordinate schooling for each school-age child, reducing school migration and connecting students to services.

5. FAMILY UNITY

The CoC and ESG providers of emergency shelter, transitional housing, rapid rehousing and permanent housing serving families shall ensure that families with children under 18 are not denied admission or separated when entering shelter or housing.

6. REASONABLE ACCOMMODATIONS

Clackamas County is committed to the equal treatment of all persons, and believes that no qualified individual with disabilities should, solely on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any of our programs.

CoC and ESG providers will provide "**Reasonable Accommodations**" to applicants and participants of CoC and ESG Programs. A reasonable accommodation is an agency or program modification or change to its policies or procedures that will assist an otherwise eligible person with a disability to attain equal participation in programs.

Providers will assist clients in reviewing and understanding the agency or program Reasonable Accommodation Policy and completing any type of Request for Reasonable Accommodation documentation.

7. TERMINATION OF ASSISTANCE.

Minimum standards for termination of assistance are:

- **In general** – If a program violation occurs and the provider terminates assistance as a result, the termination shall follow an established process that recognizes the rights of the individuals affected. Termination shall only occur in the most severe cases.
- **Program participants receiving rental assistance or housing relocation or stabilization services** – When terminating rental assistance or housing relocation and stabilization services, the required formal process shall minimally consist of:
 - Written notice clearly stating the reasons for termination;
 - Review of the decision that gives the participant opportunity to present objections to the decision maker; and
 - Prompt written final notice.
- **Ability to provide further assistance** – Termination will not bar the provider from providing later additional assistance to the same family or individual.

8. GRIEVANCE PROCESS. CoC and ESG providers shall have a Grievance Process that recognizes the rights of individuals receiving assistance to due process of law. The process shall consist of an informal process and a formal process.

Providers will assist clients in reviewing and understanding the agency or program Grievance Process and completing any type of Grievance Process documentation.

9. NONDISCRIMINATION/EQUAL OPPORTUNITY/AFFIRMATIVE

OUTREACH: CoC and ESG providers must maintain copies of their marketing, outreach, and other materials used to inform eligible persons of the program to document compliance with the requirements in § 578.93(c).

ESG providers minimum standards shall comply with the requirements for nondiscrimination, equal opportunity and affirmative outreach identified in §576.407 (a-b).

CoC Minimum Standards - 24 CFR 578.7(a)(9)

1. Eligibility. The CoC standard for evaluating individuals' and families' eligibility for assistance is to use an intake process that includes a coordinated assessment to determine eligibility and to document participant eligibility. All CoC providers will follow federal documentation guidelines to establish the client's status as homeless and their income eligibility. 24 CFR 578.103 and. 24 CFR576.500

2. Transitional Housing. The CoC standard for determining and prioritizing which eligible individuals and families will receive transitional housing assistance: CoC providers shall use an intake process with the coordinated assessment to prioritize which persons will receive any available transitional housing. The determination will be documented in the client file.

3. Rapid Re-housing RRH. The CoC standard for determining and prioritizing which eligible individuals and families will receive rapid re-housing assistance: CoC providers shall use an intake process with the coordinated assessment to prioritize which persons will receive any available transitional housing units. The determination will be documented in the client file.

4. Participant share of RRH assistance. The CoC standard for determining what percentage or amount of rent each program participant must pay while receiving rapid re-housing assistance: CoC providers shall consider the income information collected at intake and during the coordinated assessment to determine the percentage or amount each program participant must pay while receiving assistance. The determination will be documented in the client file.

5. Permanent Supportive Housing. The CoC standard for determining and prioritizing which eligible individuals and families will receive permanent supportive housing assistance: CoC providers shall use an intake process with the coordinated assessment to determine and prioritize which persons are best served by placement in any available Permanent Supportive Housing unit. The determination will be documented in the client file.

ESG Minimum Standards - 24 CFR 576.400 (e):

1. Evaluating Eligibility. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG:

Per 24 CFR 576.401: ESG (sub-recipients) providers must conduct an initial evaluation to determine each individual or family's eligibility for ESG assistance and the amount and types of assistance the individual or family needs to regain stability in permanent housing. All ESG providers will follow federal documentation guidelines to establish the client's status as homeless or at-risk of homeless and their income eligibility. These evaluations must be conducted in accordance with the centralized or coordinated assessment requirements set forth under §576.400(d).

2. Coordination Among Providers. Policies and procedures for coordination among all Clackamas County emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers:

The ESG providers must coordinate and integrate, to the maximum extent practicable, ESG-funded activities with other programs targeted to homeless people in the area covered by the Continuum of Care or area over which the services are coordinated to provide a strategic, community-wide system to prevent and end homelessness for that area. The list of programs are included in 24 CFR Part 567.400(b)

ESG provider managers and case managers shall participate in Clackamas County Continuum of Care meetings to coordinate services and to discuss ESG program policies and procedures. ESG providers receive feedback from other homeless services providers on all services available for low-income and homeless persons including; accessing mainstream services; housing services, legal services and health care services.

3. Determining and Prioritizing. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance:

ESG-funded providers will be responsible for ensuring that potential participants are served, with provisions for targeting some services to eligible households who meet

prioritization criteria established through the Continuum of Care using coordinated assessment protocols.

Coordinated assessment tools thoroughly explore a family's or individual's situation and pinpoints their unique housing and service needs. Based upon the coordinated assessment, families and individuals should be referred to the kinds of housing and services most appropriate to their situations and need.

The common assessment tool aids matching individuals and families with the most appropriate assistance. Under homelessness prevention, ESG assistance is available to individuals and families below 30% of Area Median Income (AMI), and are homeless or at risk of becoming homeless.

ESG funds can be used to prevent an individual or family from becoming homeless and regain stability in current housing or other permanent housing. Rapid re-housing funds can be used to assist individuals and families who are literally homeless progress toward permanent housing and achieve housing stability.

- a. Homeless Prevention Households will be re-certified for continued eligibility every 3 months.
- b. Rapid Re-Housing Households will be re-certified annually.

4. Determining Rent. Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance:

Standards for both homelessness prevention and rapid re-housing for determining the share of rent and utilities costs that each program participant must pay, if any, will be based on the following:

- a. Clients receiving rental assistance are expected to contribute 30% of their income toward the unit's rent. Clackamas County ESG Program does not require a minimum client contribution.
- b. Rental assistance cannot be provided for a unit unless the rent for that unit is at or below the current Fair Market Rent limit, established by HUD.
- c. The rent charged for a unit must be reasonable in relation to rents currently being charged for comparable units in the private unassisted market and must not be in excess of rents currently being charged by the owner for comparable unassisted units. See 24 CFR 574.320.
- d. The rental unit must meet minimum habitability standards found at 24 CFR 576.403.

- e. There must be a rental assistance agreement and lease between the property manager and tenant as well as the owner of property and ESG provider sub-recipient.
- f. No rental assistance may be made to an individual or family that is receiving rental assistance from another public source for the same time period.
- g. Rental assistance may not be provided to a participant who is currently receiving replacement housing payments under Uniform Relocation Assistance

Per 24 CFR 576.106 (e), ESG provider sub-recipients may make rental assistance payments only to an owner with whom the sub-recipient has entered into a rental assistance agreement. The rental assistance agreement must set forth the terms under which rental assistance will be provided, including the requirements that apply under this section. The rental assistance agreement must provide that, during the term of the agreement, the owner must give the sub-recipient a copy of any notice to the program participant to vacate the housing unit, or any complaint used under state or local law to commence an eviction action against the program participant.

5. STREET OUTREACH STANDARDS

MINIMUM STANDARDS:

Targeting/Engagement:

Providers of Street Outreach services shall target unsheltered homeless individuals and families, meaning those with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station airport or camping ground.

Assessment/Service Provision/Referral/Prioritization:

- Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered the following Street Outreach services, as needed and appropriate: engagement, case management, emergency health and mental health, transportation services.
- When appropriate based on the individual's needs and wishes, the provision of or referral to rapid rehousing services that can quickly assist individuals to obtain safe, permanent housing shall be prioritized over the provision of or referral to emergency shelter or transitional housing services.

6. EMERGENCY SHELTER STANDARDS

MINIMUM STANDARDS:

Admission:

Providers of Emergency Shelter services shall admit individuals and families who meet the HUD definition of “homeless,” as specified in 24 CFR 576.2 (1, 2, 3 & 4) and agencies’ eligibility criteria.

Assessment:

Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered Emergency Shelter services, as needed and appropriate.

Prioritization/Diversion/Referral:

When appropriate based on the individual’s needs and wishes, the provision of or referral to Homeless Prevention or Rapid Rehousing services that can quickly assist individuals to maintain or obtain safe, permanent housing shall be prioritized over the provision of Emergency Shelter or Transitional Housing services.

Reassessment:

Program participants will be reassessed as case management progresses, based on the individual service provider’s policies.

Discharge/Length of Stay:

Program participants shall be discharged from Emergency Shelter services when they choose to leave or when they have successfully obtained safe, permanent housing. Any Length of Stay limitations shall be determined by the individual service provider’s policies and clearly communicated to program participants.

Safety and Shelter Safeguards for Special Populations:

Safety and Shelter Safeguards shall be determined by the individual Special Population service provider’s policies and clearly communicated to program participants.

7. HOMELESSNESS PREVENTION AND RAPID RE-HOUSING STANDARDS

ELIGIBILITY/PRIORITIZATION:

Minimum standards for determining and prioritizing which eligible families and individuals shall receive homelessness prevention assistance and which eligible families and individuals shall receive rapid rehousing assistance are:

Rapid Re-housing (RR) – To be eligible for RR Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must:

- Meet the federal criteria under paragraph (1) of the “homeless” definition in 24 CFR 576.2 OR
- Meet the criteria under paragraph (4) of the “homeless” definition in 24 CFR 576.2 and live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition.

Homelessness Prevention (HP) – To be eligible for HP Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must require HP services to prevent moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in 24 CFR 576.2, have an annual income below 30% of the median income for the area and:

- Meet the federal criteria under the “at risk of homelessness” definition in 24 CFR 576.2 OR
- Meet the criteria in paragraph (2), (3) or (4) of the “homeless” definition in 24 CFR 576.2.

PARTICIPANT CONTRIBUTION:

Minimum standards for determining what percentage or amount of rent and utilities costs each program participant shall pay while receiving homelessness prevention or rapid rehousing assistance are:

- Participant’s income shall be verified prior to approval for initial and additional financial assistance. Documentation of the participant’s income and expenses, including how the participant is contributing to housing costs, if at all, shall be maintained in participant’s file. This file shall also contain a plan to sustain housing following the assistance, including either a plan to increase income or decrease expenses or both.
- Any additional requirements regarding the percentage or amount of rent and utilities costs each program participant shall pay shall be determined by the individual service provider’s policies and clearly communicated to program participants.

RENTAL ASSISTANCE DURATION AND ADJUSTMENT:

Minimum standards for determining how long a particular program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time are:

- Participants receive approval for the minimum amount of financial assistance necessary to prevent homelessness. Documentation of financial need shall be kept in the participant's file for each month of financial assistance received. Participants shall not be approved for more rental assistance than can be justified given their income and expenses at a given time.
- Any additional requirements regarding how long a program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time shall be determined by the individual service provider's policies and clearly communicated to program participants.

SERVICE TYPE, AMOUNT & DURATION:

Minimum standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid rehousing assistance that each program participant shall receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance; or the maximum number of times the program participant may receive assistance are:

Financial Assistance:

Use with other subsidies – Payment for Financial Assistance costs shall not be provided to a participant who is receiving the same type of financial assistance through other public sources or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments.

Rental application fees – Payment shall only be made for fees charged by the owner to all applicants.

Security deposits – Payment shall not exceed two (2) month's rent.

Last month's rent – Payment shall not exceed one (1) month's rent and shall be included in calculating the participant's total rental assistance.

Utility deposits – Payment shall only be made for gas, electric, water and sewage deposits.

Utility payments:

- Payment shall not exceed 24 months per participant, including no more than 6 months of utility payments in arrears, per service.
- A partial payment counts as 1 month.
- Payment shall only be made if the utility account is in the name of the participant or a member of the same household.

- Payment shall only be made for gas, electric, water and sewage costs.
- Participants shall not receive more than 24 months of utility assistance within any 3-year period.

Moving costs – Payment shall only be made for temporary storage fees accrued after the date the participant begins receiving housing relocation and stabilization services and prior to the date the participant moves into permanent housing. Payment shall not be made for storage fees in arrears.

Housing Relocation and Stabilization Services:

Housing search and placement services – Payment shall only be made for assisting participants to locate, obtain and retain suitable permanent housing through provision of the following services:

- Assessment of housing barriers, needs and preferences
- Development of an action plan for locating housing
- Housing search
- Outreach to and negotiation with owners
- Assistance with submitting rental applications and understanding leases
- Assessment of housing for compliance with ESG requirements for habitability, lead-based paint and rent reasonableness
- Assistance with obtaining utilities and making moving arrangements
- Tenant counseling

Payment for housing search and placement services shall not exceed 24 months during any 3-year period.

Housing stability case management – Payment shall only be made for assessing, arranging, coordinating and monitoring the delivery of individualized services to facilitate housing stability for a participant who resides in permanent housing or to assist a participant in overcoming immediate barriers to obtaining housing through provision of the following services:

- Using the centralized or coordinated assessment system
- Conducting the initial evaluation, including verifying and documenting participant eligibility
- Counseling
- Developing, securing and coordinating services and obtaining Federal, State and local benefits
- Monitoring and evaluating participant progress
- Providing information and referral to other providers
- Developing an individualized housing and service plan
- Conducting re-evaluations

Payment for housing stability case management services provided while the participant is seeking permanent housing shall not exceed 30 days.

Payment for housing stability case management services provided while the participant is living in permanent housing shall not exceed 24 months.

Mediation – Payment shall only be made for the cost of mediation between the participant and the owner or person with whom the participant is living, if it is necessary to prevent the participant from losing the permanent housing where he/she resides. Payment for mediation services shall not exceed 24 months during any 3-year period.

Legal services – Payment shall only be made for the cost of legal services, if they are necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the participant losing the permanent housing where he/she resides. Payment for legal services shall not exceed 24 months during any 3-year period.

Credit repair – Payment shall only be made for the cost of assisting the participant in obtaining skills related to household budgeting, managing money, accessing a free personal credit report and resolving personal credit problems. Payment will not be made for a debt or modification of a debt. Payment for credit repair services shall not exceed 24 months during any 3-year period.

Rental Assistance:

- Payment shall not exceed 24 months total during a 3-year period in tenant-based or project-based housing.
- Payment for short-term rental assistance shall not exceed 3 months.
- Payment for medium-term rental assistance shall be for more than 3 months, but shall not exceed 24 months.
- Payment for rent arrears shall not exceed 6 months and shall be a one-time payment, including any late fees.
- Except for a one-time payment of rental arrears on the participant's portion, payment shall not be provided to a participant who is receiving tenant-based rental assistance or living in a unit receiving project-based assistance or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments.
- Payment shall not exceed the Fair Market Rent established by HUD (24 CFR 888) and shall comply with HUD's standard of rent reasonableness (24 CFR 982.507).
- Calculation of the rental payment amount shall only include monthly rent for the unit, any occupancy fees under the lease (except for pet and late fees) and if the participant pays separately for utilities, the monthly utility allowance established by the public housing authority for the area in which the housing is located.

- Payment for shall only be made when there is a rental assistance agreement between the agency and the owner, which sets forth the terms under which rental assistance will be provided, including the prior requirements; a requirement that the owner provide the subrecipient with a copy of any notice to vacate given to the participant or any complaint used to commence an eviction action; and the same payment due date, grace period and late payment penalty requirement as the participant's lease.
- Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement by ESG.
- Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner, except for payment of rental arrears.

Tenant-Based Rental Assistance

The rental assistance agreement with the unit owner shall be terminated without further payment if:

- The participant moves out of the unit
- The lease terminates and is not renewed
- The participant becomes ineligible to receive ESG rental assistance

Project-Based Rental Assistance

Payment shall only be made under the following conditions:

- The lease has an initial term of one year
- The rental assistance agreement covers one or more permanent housing units in the same building
- Each unit covered by the agreement is only occupied by participants
- Payment will only be made for up to 100% of the first month's rent, if the participant signs a lease and moves into the unit before the end of the month

Any additional requirements regarding the type, amount, and duration of housing stabilization and/or relocation services that will be provided to a program participant, including any limitations shall be determined by the individual service provider's policies and clearly communicated to program participants.

RE-EVALUATIONS:

Minimum standards for completing eligibility re-evaluations of individuals and families are:

Timing:

- Homelessness Prevention – participants shall be re-evaluated not less than once every three months
- Rapid Rehousing – participants shall be re-evaluated not less than once annually

Eligibility:

- The participant shall have an annual income that is 30 percent of median family income for the area or less, as determined by HUD; and
- The participant shall lack sufficient resources and support networks necessary to retain housing without ESG assistance.

Homelessness Categories: Per 24 CFR § 91.5 Definitions

Category (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Category (2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; and
- (iii) The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks needed to obtain other permanent housing;

Category (3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;

(iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and

(iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

Category (4) Any individual or family who:

(i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;

(ii) Has no other residence; and

(iii) Lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, to obtain other permanent housing.



Homeless Definition

ELIGIBILITY BY COMPONENT (Projects Funded in FY 2011 CoC Competition – SHP and S+C Programs)	Supportive Services Only	Individuals and Families defined as Homeless under the following categories are eligible for assistance in SSO projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 2 – Imminent Risk of Homeless • Category 3* – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV
	Safe Havens	Individuals defined as Homeless under the following categories are eligible for assistance in SH projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless SH projects have the following additional NOFA limitations on eligibility within Category 1: <ul style="list-style-type: none"> • Must serve individuals only • Individual must have a severe mental illness • Individual must be living on the streets and unwilling or unable to participate in supportive services
	Transitional Housing	Individuals and Families defined as Homeless under the following categories are eligible for assistance in TH projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 2 – Imminent Risk of Homeless • Category 3* – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV
	Permanent Supportive Housing	Individuals and families defined as Homeless under the following categories are eligible for assistance in PSH projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 4 – Fleeing/Attempting to Flee DV PSH projects have the following additional NOFA limitations on eligibility within Category 1: <ul style="list-style-type: none"> • Individuals and Families coming from TH must have originally come from the streets or emergency shelter • Individuals and Families must also have an individual family member with a disability Projects that are dedicated chronically homeless projects, including those that were originally funded as Samaritan Bonus Initiative Projects must continue to serve chronically homeless persons <u>exclusively</u>

* Projects must be located within a CoC that has received HUD approval to serve this category. For more information about receiving HUD approval, please read: [Notice on Limitation on Use of Funds to Serve Persons Defined as Homeless Under Other Federal Laws](#)



Homeless Definition

ELIGIBILITY BY COMPONENT (Emergency Solutions Grants Program)	Street Outreach	Individuals defined as Homeless under the following categories are eligible for assistance in SO: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 4 – Fleeing/Attempting to Flee DV (where the individual or family also meets the criteria for Category 1) SO projects have the following additional limitations on eligibility within Category 1: <ul style="list-style-type: none"> • Individuals and families must be living on the streets (or other places not meant for human habitation) and be unwilling or unable to access services in emergency shelter
	Emergency Shelter	Individuals and Families defined as Homeless under the following categories are eligible for assistance in ES projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 2 – Imminent Risk of Homeless • Category 3 – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV
	Rapid Re-housing	Individuals defined as Homeless under the following categories are eligible for assistance in RRH projects: <ul style="list-style-type: none"> • Category 1 – Literally Homeless • Category 4 – Fleeing/Attempting to Flee DV (where the individual or family also meets the criteria for Category 1)
	Homelessness Prevention	Individuals and Families defined as Homeless under the following categories are eligible for assistance in HP projects: <ul style="list-style-type: none"> • Category 2 – Imminent Risk of Homeless • Category 3 – Homeless Under Other Federal Statutes • Category 4 – Fleeing/Attempting to Flee DV Individuals and Families who are defined as At Risk of Homelessness are eligible for assistance in HP projects. HP projects have the following additional limitations on eligibility with homeless and at risk of homeless: <ul style="list-style-type: none"> • Must only serve individuals and families that have an annual income <u>below</u> 30% of AMI



Emergency Solutions Grants (ESG) Program Components Quick Reference

ESG funds can be used to provide a wide range of services and supports under the five program **components**: Street Outreach, Emergency Shelter, Rapid Re-Housing, Homelessness Prevention, and HMIS. Each component is described in the tables below, accompanied by a list of corresponding ESG activities. Activities, as opposed to components, include the component plus the activity type. While administration is not a component, it is considered an activity type*. **Always refer to the program regulations at 24 CFR part 576 for complete information about all eligible costs and program requirements.**

Street Outreach Component. These activities are designed to meet the immediate needs of unsheltered homeless people by connecting them with emergency shelter, housing, and/or critical health services. § 576.101	
Activity types:	
<ul style="list-style-type: none"> • Engagement • Case Management • Emergency Health Services 	<ul style="list-style-type: none"> • Emergency Mental Health Services • Transportation • Services for Special Populations

Emergency Shelter Component. These activities are designed to increase the quantity and quality of temporary shelters provided to homeless people, through the renovation of existing shelters or conversion of buildings to shelters, paying for the operating costs of shelters, and providing essential services. § 576.102			
Essential Services	Renovation (also includes Major Rehab and Conversion)	Shelter Operations	Assistance Required Under the Uniform Relocation and Real Property Acquisition Act of 1970 (URA)
Activity types: <ul style="list-style-type: none"> • Case management • Child Care • Education Services • Employment Assistance and Job Training • Outpatient Health Services • Legal Services • Life Skills Training • Mental Health Services • Substance Abuse Treatment Services • Transportation • Services for Special Populations 	Eligible costs: <ul style="list-style-type: none"> ○ Labor ○ Materials ○ Tools ○ Other costs for renovation (including rehab or conversion) 	Eligible costs: <ul style="list-style-type: none"> ○ Maintenance ○ Rent ○ Security ○ Fuel ○ Equipment ○ Insurance ○ Utilities ○ Food ○ Furnishings ○ Supplies necessary for shelter operation ○ Hotel/Motel Vouchers 	Eligible costs: <ul style="list-style-type: none"> ○ Relocation payments ○ Other assistance to displaced persons

ATTACHMENT B

Rapid Re-Housing Component. These activities are designed to move homeless people quickly to permanent housing through housing relocation and stabilization services and short- and/or medium-term rental assistance. § 576.104		
Rental Assistance**	Housing Relocation and Stabilization Services	
Activity types:	Financial Assistance	Services Costs
<ul style="list-style-type: none"> • Short-term rental assistance • Medium-term rental assistance • Rental arrears <p>**Rental assistance can be project-based or tenant-based.</p>	Activity types: <ul style="list-style-type: none"> • Rental Application Fees • Security Deposits • Last Month's Rent • Utility Deposits • Utility Payments • Moving Costs 	Activity types: <ul style="list-style-type: none"> • Housing Search and Placement • Housing Stability Case Management • Mediation • Legal Services • Credit Repair

Homelessness Prevention Component. These activities are designed to prevent an individual or family from moving into an emergency shelter or living in a public or private place not meant for human through housing relocation and stabilization services and short- and/or medium-term rental assistance. § 576.103		
Rental Assistance**	Housing Relocation and Stabilization Services	
Activity types:	Financial Assistance	Services Costs
<ul style="list-style-type: none"> • Short-term rental assistance • Medium-term rental assistance • Rental arrears <p>**Rental assistance can be project-based or tenant-based.</p>	Activity types: <ul style="list-style-type: none"> • Rental Application Fees • Security Deposits • Last Month's Rent • Utility Deposits • Utility Payments • Moving Costs 	Activity types: <ul style="list-style-type: none"> • Housing Search and Placement • Housing Stability Case Management • Mediation • Legal Services • Credit Repair

HMIS Component. These activities are designed to fund ESG recipients' and subrecipients' participation in the Continuum of Care HMIS collection and analyses of data on individuals and families who are homeless and at-risk of homelessness. § 576.107
Eligible costs: <ul style="list-style-type: none"> ○ Contributing data to the HMIS designated by the CoC for the area; ○ HMIS Lead (as designated by the CoC) costs for managing the HMIS system; ○ Victim services or legal services provider costs to establish and operate a comparable database.

- *ADMINISTRATIVE ACTIVITIES.** § 576.108 Eligible administrative costs are broadly categorized as follows:
- General management, oversight, and coordination
 - Training on ESG requirements
 - Consolidated Plan
 - Environmental review

ESG Minimum Habitability Standards for Emergency Shelters and Permanent Housing: Checklists

About this Tool

The Emergency Solutions Grants (ESG) Program Interim Rule establishes different habitability standards for emergency shelters and for permanent housing (the Rapid Re-housing and Homelessness Prevention components).

- **Emergency Shelter Standards.**
 - Emergency shelters that receive ESG funds for renovation or shelter operations must meet the minimum standards for safety, sanitation, and privacy provided in §576.403(b).
 - In addition, emergency shelters that receive ESG funds for renovation (conversion, major rehabilitation, or other renovation) also must meet state or local government safety and sanitation standards, as applicable.
- **Permanent Housing Standards.** The recipient or subrecipient cannot use ESG funds to help a program participant remain in or move into housing that does not meet the minimum habitability standards under §576.403(c). This restriction applies to all activities under the Homelessness Prevention and Rapid Re-housing components.

Recipients and subrecipients must document compliance with the applicable standards. Note that these checklists do not cover the requirements to comply with the Lead-Based Paint requirements at §576.403(a). For more discussion about how and when the standards apply, see *ESG Minimum Standards for Emergency Shelters and Permanent Housing*, located at <http://OneCPD.info/esg>.

The checklists below offer an optional format for documenting compliance with the appropriate standards. These are intended to:

1. Provide a clear summary of the requirements and an adaptable tool so recipients and subrecipients can formally assess their compliance with HUD requirements, identify and carry out corrective actions, and better prepare for monitoring visits by HUD staff.
2. Provide a tool for a recipient to monitor that its subrecipient is in compliance with HUD requirements. Where non-compliance is identified, the ESG recipient can use this information to require or assist the subrecipient to make necessary changes.

Prior to beginning the review, the subrecipient should organize relevant files and documents to help facilitate their review. For instance, this may include local or state inspection reports (fire-safety, food preparation, building/occupancy, etc.), or policy and procedure documents related to emergency shelter facility maintenance or renovations.

Carefully read each statement and indicate the shelter's or unit's status for each requirement (Approved or Deficient). Add any comments and corrective actions needed in the appropriate box. The reviewer should complete the information about the project, and sign and date the form. This template includes space for an "approving official," if the recipient or subrecipient has designated another authority to approve the review. When the assessment is complete, review it with program staff and develop an action plan for addressing any areas requiring corrective action.

ATTACHMENT C

Minimum Standards for Emergency Shelters

Instructions: Place a check mark in the correct column to indicate whether the property is approved or deficient with respect to each standard. A copy of this checklist should be placed in the shelter's files.

Approved	Deficient	Standard (24 CFR part 576.403(b))
		<p>1. <i>Structure and materials:</i></p> <ul style="list-style-type: none"> a. The shelter building is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents. b. Any renovation (including major rehabilitation and conversion) carried out with ESG assistance uses Energy Star and WaterSense products and appliances.
		<p>2. <i>Access.</i> Where applicable, the shelter is accessible in accordance with:</p> <ul style="list-style-type: none"> a. Section 504 of the Rehabilitation Act (29 U.S.C. 794) and implementing regulations at 24 CFR part 8; b. The Fair Housing Act (42 U.S.C. 3601 et seq.) and implementing regulations at 24 CFR part 100; and c. Title II of the Americans with Disabilities Act (42 U.S.C. 12131 et seq.) and 28 CFR part 35.
		<p>3. <i>Space and security:</i> Except where the shelter is intended for day use only, the shelter provides each program participant in the shelter with an acceptable place to sleep and adequate space and security for themselves and their belongings.</p>
		<p>4. <i>Interior air quality:</i> Each room or space within the shelter has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.</p>
		<p>5. <i>Water Supply:</i> The shelter's water supply is free of contamination.</p>
		<p>6. <i>Sanitary Facilities:</i> Each program participant in the shelter has access to sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.</p>
		<p>7. <i>Thermal environment:</i> The shelter has any necessary heating/cooling facilities in proper operating condition.</p>
		<p>8. <i>Illumination and electricity:</i></p> <ul style="list-style-type: none"> a. The shelter has adequate natural or artificial illumination to permit normal indoor activities and support health and safety. b. There are sufficient electrical sources to permit the safe use of electrical appliances in the shelter.
		<p>9. <i>Food preparation:</i> Food preparation areas, if any, contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.</p>
		<p>10. <i>Sanitary conditions:</i> The shelter is maintained in a sanitary condition.</p>
		<p>11. <i>Fire safety:</i></p> <ul style="list-style-type: none"> a. There is at least one working smoke detector in each occupied unit of the shelter. Where possible, smoke detectors are located near sleeping areas. b. All public areas of the shelter have at least one working smoke detector. c. The fire alarm system is designed for hearing-impaired residents. d. There is a second means of exiting the building in the event of fire or other emergency.
		<p>12. If ESG funds were used for renovation or conversion, the shelter meets state or local government safety and sanitation standards, as applicable.</p>
		<p>13. Meets additional recipient/subrecipient standards (if any).</p>

ATTACHMENT C

CERTIFICATION STATEMENT

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

- Property meets all of the above standards.
- Property does not meet all of the above standards.

COMMENTS:

ESG Recipient Name: _____

ESG Subrecipient Name (if applicable): _____

Emergency Shelter Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Evaluator Signature: _____ Date of review: _____

Evaluator Name: _____

Approving Official Signature (if applicable): _____ Date: _____

Approving Official Name (if applicable): _____

ATTACHMENT C

Minimum Standards for Permanent Housing

Instructions: Place a check mark in the correct column to indicate whether the property is approved or deficient with respect to each standard. The property must meet all standards in order to be approved. A copy of this checklist should be placed in the client file.

Approved	Deficient	Standard (24 CFR part 576.403(c))
		1. <i>Structure and materials:</i> The structure is structurally sound to protect the residents from the elements and not pose any threat to the health and safety of the residents.
		2. <i>Space and security:</i> Each resident is provided adequate space and security for themselves and their belongings. Each resident is provided an acceptable place to sleep.
		3. <i>Interior air quality:</i> Each room or space has a natural or mechanical means of ventilation. The interior air is free of pollutants at a level that might threaten or harm the health of residents.
		4. <i>Water Supply:</i> The water supply is free from contamination.
		5. <i>Sanitary Facilities:</i> Residents have access to sufficient sanitary facilities that are in proper operating condition, are private, and are adequate for personal cleanliness and the disposal of human waste.
		6. <i>Thermal environment:</i> The housing has any necessary heating/cooling facilities in proper operating condition.
		7. <i>Illumination and electricity:</i> The structure has adequate natural or artificial illumination to permit normal indoor activities and support health and safety. There are sufficient electrical sources to permit the safe use of electrical appliances in the structure.
		8. <i>Food preparation:</i> All food preparation areas contain suitable space and equipment to store, prepare, and serve food in a safe and sanitary manner.
		9. <i>Sanitary condition:</i> The housing is maintained in sanitary condition.
		10. <i>Fire safety:</i> <ol style="list-style-type: none"> a. There is a second means of exiting the building in the event of fire or other emergency. b. The unit includes at least one battery-operated or hard-wired smoke detector, in proper working condition, on each occupied level of the unit. Smoke detectors are located, to the extent practicable, in a hallway adjacent to a bedroom. c. If the unit is occupied by hearing-impaired persons, smoke detectors have an alarm system designed for hearing-impaired persons in each bedroom occupied by a hearing-impaired person. d. The public areas are equipped with a sufficient number, but not less than one for each area, of battery-operated or hard-wired smoke detectors. Public areas include, but are not limited to, laundry rooms, day care centers, hallways, stairwells, and other common areas.
		11. Meets additional recipient/subrecipient standards (if any).

ATTACHMENT C

CERTIFICATION STATEMENT

I certify that I have evaluated the property located at the address below to the best of my ability and find the following:

- Property meets all of the above standards.
- Property does not meet all of the above standards.

COMMENTS:

ESG Recipient Name: _____

ESG Subrecipient Name: _____

Program Participant Name: _____

Street Address: _____

Apartment: _____

City: _____ State: _____ Zip: _____

Evaluator Signature: _____ Date of review: _____

Evaluator Name: _____

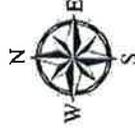
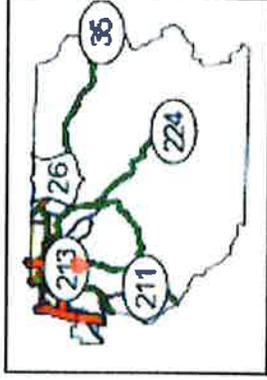
Approving Official Signature (if applicable): _____ Date: _____

Approving Official Name (if applicable): _____

Appendix C

Clackamas County

Jackson Place Rehabilitation



*Clackamas
County*

**Geographic Information Systems
168 Warner Mine Road
Oregon City, OR 97045**

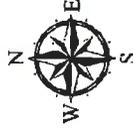
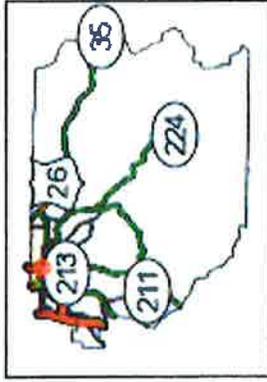
This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before

Tue, 25 Feb 2014 10:01:09



Clackamas County

BELL AVENUE PED/BIKE
IMPROVEMENTS



Geographic Information Systems
168 Warner Milne Road
Oregon City, OR 97045

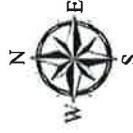
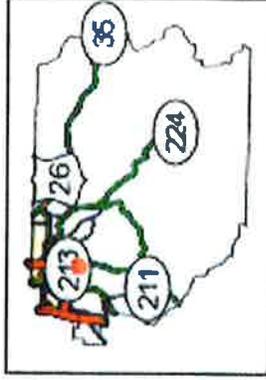
This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before

Tue, 1 Apr 2014 08:23:31



Clackamas County

FRANCIS ERMATINGER
HOUSE



*Clackamas
County*

Geographic Information Systems
168 Warner Milline Road
Oregon City, OR 97045

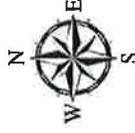
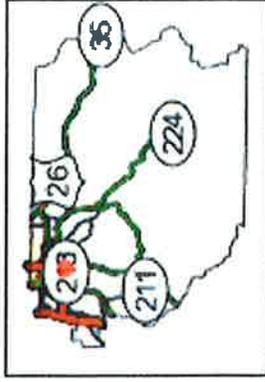
This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before

Tue, 1 Apr 2014 08:30:43



Clackamas County

NW GLADSTONE
INFRASTRUCTURE



Geographic Information Systems
168 Warner Milne Road
Oregon City, OR 97045

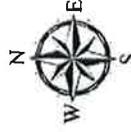
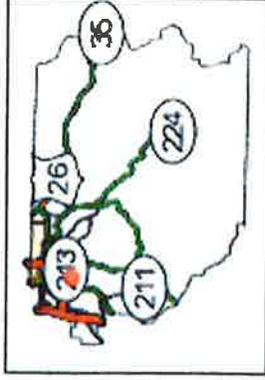
This map and all other information have been compiled for preliminary and/or general purposes only. This information is not intended to be complete for purposes of determining land use restrictions, zoning, title, parcel size, or suitability of any property for a specific use. Users are cautioned to field verify all information before

Tue, 1 Apr 2014 08:34:19



Clackamas County

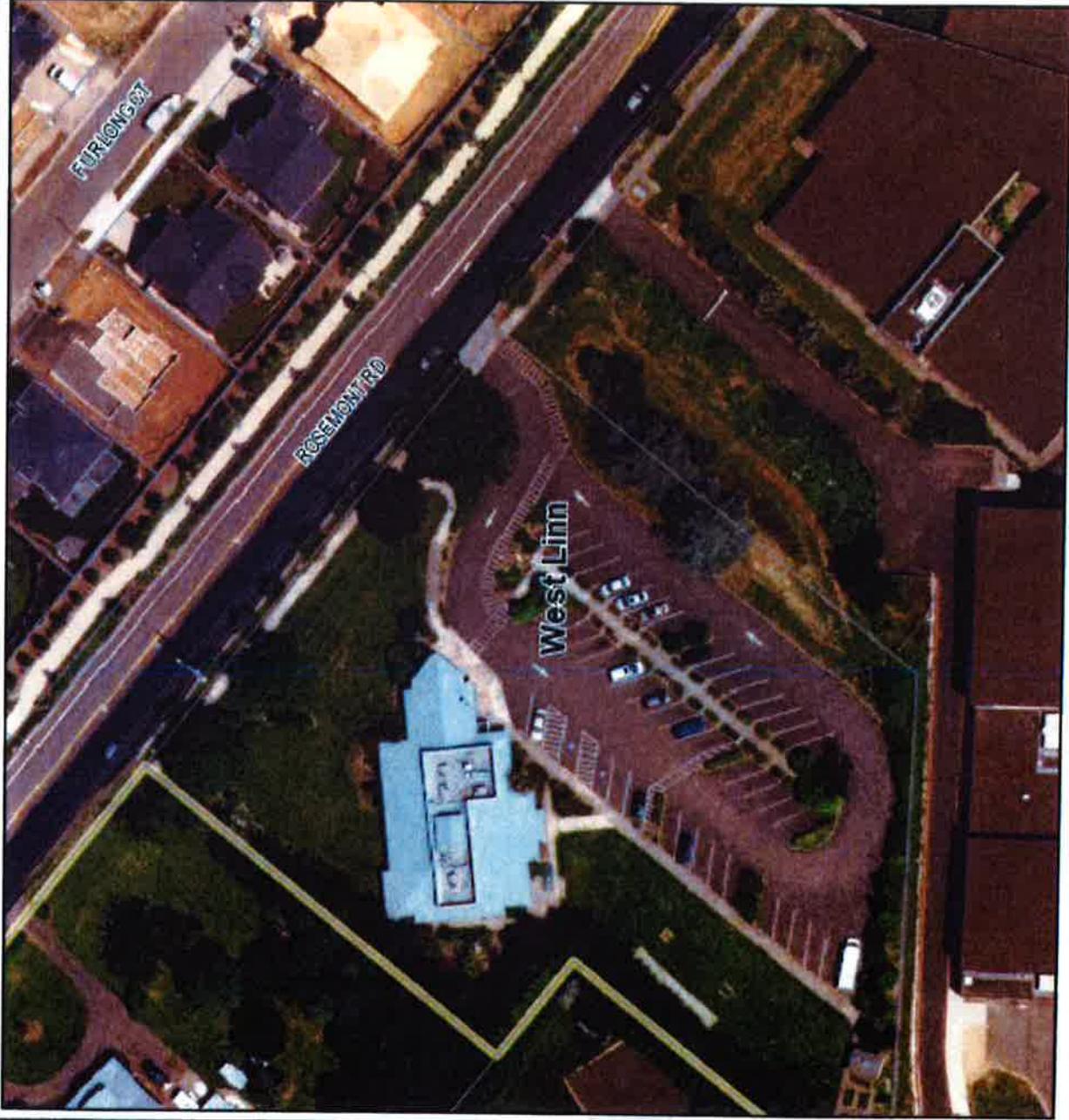
Senior Center at 1180 Rosemont
Road, West Linn ,

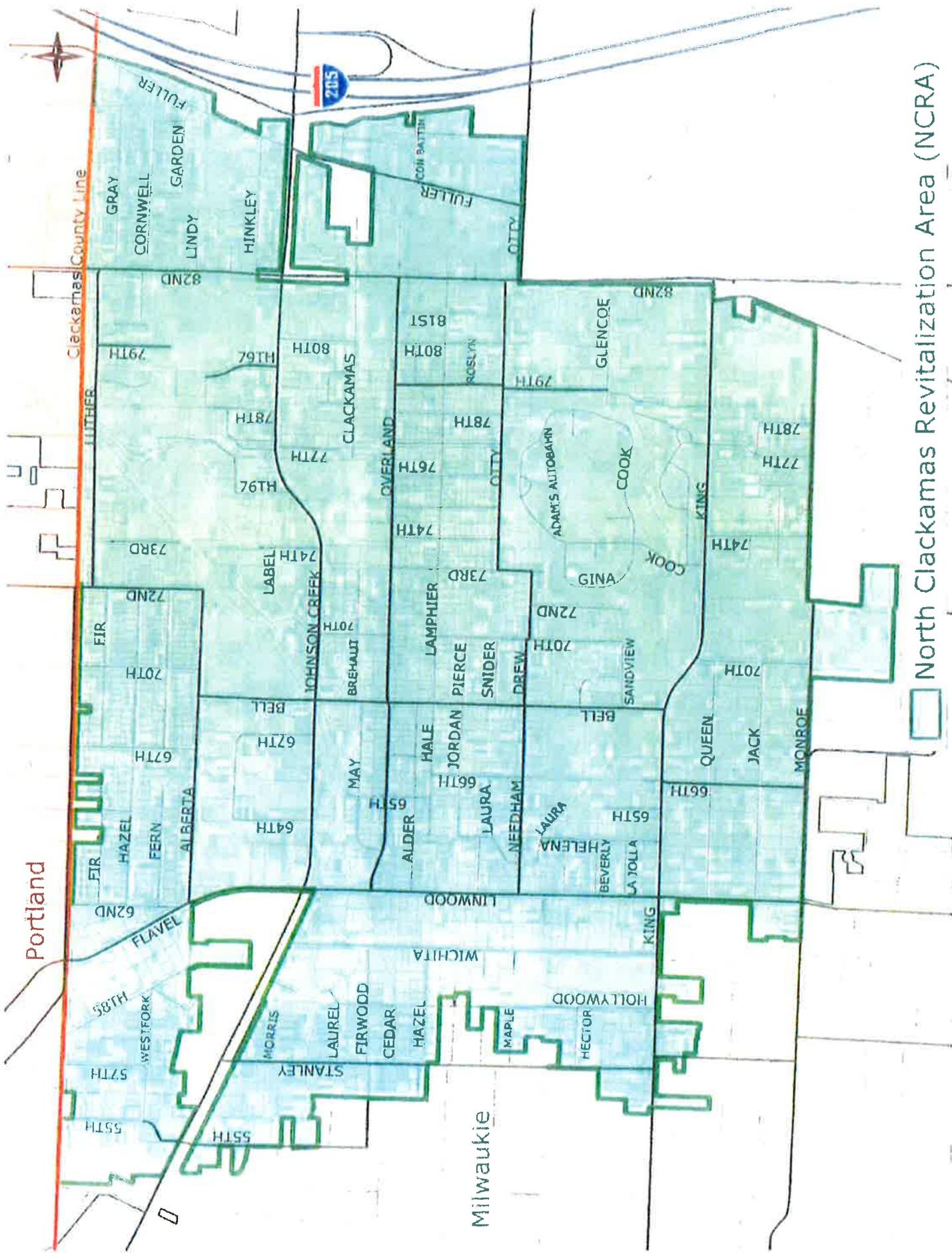


Geographic Information Systems
168 Warner Milne Road
Oregon City, OR 97045

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Tue, 25 Feb 2014 10:21:22





North Clackamas Revitalization Area (NCRA)

Appendix D

NOTICE OF PUBLIC MEETING

The Clackamas County Housing and Community Development Division
will hold a

PUBLIC MEETING

Clackamas County Public Services Building
2051 Kaen Road – 2nd Floor, Room 288
Oregon City, Oregon
Wednesday, February 26, 2014
6:00 p.m.

The purpose of the hearing will be to receive testimony from citizens on housing and community development needs for the County's Housing and Community Development Program.

Citizen's views received at the hearing will be considered during the preparation of the County's 2014 Action Plan. For more information on the Action Plan contact Chuck Robbins or Mark Sirois at 503-655-8591.

Reasonable accommodation will be provided for any individual with a disability

Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by contacting the Section 504 Coordinator. Determinations on requests for reasonable accommodation will be made on a case-by-case basis. All requests must be made at least 5 days before the meeting date.

Contact: Chuck Robbins, Clackamas County Community Development, 2051 Kaen Road, Suite 245, Oregon City, Oregon 97045. Telephone: (503) 655-8591. E-Mail: chuck@co.clackams.or.us.

**Clackamas County Community Development
Public Meeting Summary**

**6:00p.m. Wednesday, February 26, 2014
2051 Kaen Road, Rm 288
Oregon City, Oregon**

In Attendance:

George Abbott, Colton Helping Hands
Donna Fix, Colton Helping Hands
Debbie Holm, Colton Helping Hands
Durell Singleton, North Clackamas School District
Luc Smith, Northwest Housing Alternatives
Noe Zepeda, Northwest Housing Alternatives
Angela Trimble, Northwest Housing Alternatives
Michele Veenter, National Alliance for Mentally Ill (NAMI) Clackamas
Amy Vanacore, Metropolitan Family Service
Melissa Erlbaum, Clackamas Womens Services
Monica Lodolini, Madonna's Center
Valerie Ashbacher, Madonna's Center
Erica White, State DHS, Adult and Disability services
Laura Borders and Bill Zuber, parent volunteers with National Alliance for Mentally Ill (NAMI) Clackamas
Gary Knepper, Housing Authority of Clackamas County
Chuck Robbins, Housing and Community Development Director
Mark Sirois, Project Coordinator, Community Development Program

Mark Sirois, Community Development Division, opened the meeting at 6:00p.m. by thanking everyone for attending. Mark explained that the public meeting was a chance for community members to learn about the Community Development Program and the funding that HUD provides. The meeting also provides an opportunity to get information from citizens on the specific community needs and discuss potential future housing and community development projects in the County.

Mark continued by discussing the anticipated federal funding in the coming year. Cuts of up to 2% to Clackamas County CDBG, HOME will get flat funding and ESG funding is probably flat. Mark stated that all projects approved for funding will be funded. CD will get notification from HUD in April about the actual allocations from HUD.

Mark opened the floor for people to introduce themselves and discuss the needs they see in the community and their particular project ideas

Public Comments:

Noe Zepeda and Luc Smith stated that they were resident services managers with Northwest Housing Alternatives. Noe and Luc were present to learn about any potential

funding for public services such as the HomeBase program that helps residents remain stable in their housing.

Durell Singleton spoke on behalf of the Wichita Family Services Center and the need for a ramp so that people with disabilities can access the building more easily. The Center is in a former elementary school that was built in 1941. The Center could use many upgrades to the roof, parking lot and doorways.

Angela Trimble with Northwest Housing Alternatives was present to advocate for more funding for the HomeBase program that helps families with eviction prevention and housing assistance to get homeless persons into stable homes. Last year HomeBase help 211 households.

Erica White with the state Department of Human Services spoke on the need for accessible and affordable housing units for elderly and disabled persons.

Donna Fix spoke on behalf of the Colton Helping Hands food bank needs for a building. The food bank is operating in an old building owned by the local school district. The school district wants to sell the building to Colton Helping Hands. Colton Helping Hands is an all volunteer organization that is now assisting 150 families with food needs and other services. The building also serves as a community center and could be improved to provide additional meeting spaces and services such as cooking classes for low-income residents. Colton is a rural community with very few services. If the current building was owned by Colton Helping Hands they could get more grant funds to improve the building.

Chuck Robbins, Director of Housing and Community Services talked about the CDBG application process beginning in November 2014 and the process of applying for funding. Any funds awarded have requirements including a matching funds requirement and an obligation to operate the facility for 10 to 15 years depending on the amount of funding.

Michele Veenter with NAMI spoke about the need for housing for persons with different types of mental illnesses. Michele said that there are successful programs in Clackamas County such as Chez Ami but we need a gamut of housing with different levels of support from independent living apartments to group homes. Many people that are currently homeless have some form of mental illness. There will be an increasing need as elderly parents who have been housing their adult children with mental illness become unable to provide that housing. If we don't have any housing for those persons leaving their family homes they will probably become homeless.

Amy Vanacore with Metropolitan Family Services works at the Wichita Family Center. Amy talked about the need for a park for kids to play in the area between 82nd Ave and I-205 in the Clackamas Mall area. We also need Rapid Re-housing Programs to help homeless families, utility assistance for low-income families, transportation services for people to get to the Family Services Center, expanded services at the Wichita Family Center including art programs, free dental work for major dental work that is not covered by the state health insurance program (OHP), mental health services and a Project Clean Slate type of program to help low income persons work off their criminal records through community service programs.

Melissa Erlbaum with Clackamas Womens Services spoke about the continued need for housing and services for survivors of domestic violence. There is a continued need for safe affordable housing, transitional housing programs and units, rapid rehousing programs so that women and children can avoid becoming homeless due to domestic violence.

Bill Zuber and Laura Boarder are parent volunteers with NAMI. Bill and Laura said that more housing is needed for persons with mental illnesses. There are a few mental health housing projects that are successful and more is needed all over the county.

Valerie Ashbacher with the Madonna Center spoke about the need for housing options for pregnant and parenting teens. There are nearly 600 parenting teens in Clackamas County that need housing to get stable and keep their families intact. It seems like for the last 10 years there has been no improvement. The Fair Housing Law does not protect parenting teens because landlords can legally refuse teen parents from signing leasing agreement without an adult parent's signature? Valerie would like some funding to purchase or build a tri-plex to house the Madonna Center and provide family units for parenting teens. Many teens don't have rent histories so that makes it much harder to qualify for apartment leases. A rent subsidy program would also help to keep teens housed but often teens need to learn how to live with roommates if they are going to be independent. The RentWell program tenant education program does help with landlord rent deposit guaranties but more classes in different locations are needed.

Monica Lodolini also spoke about the need for teen parent housing and services. Monica has lived in the county for over 20 years and still remembers how hard it was for her to get housing when she was a teen parent. Monica feels that it is wrong that landlords can discriminate against young parents who are under 18 years old. It is very difficult to make the leap to adulthood when landlord will not let you rent safe housing. Many teen parents end up in unsafe housing with questionable neighbors.

Chuck Robbins thanked everyone for the community needs information and talked about the Priority Needs list referenced to select CDBG projects. The HOME funding will be supported several affordable housing projects. In the next few weeks Clackamas County will be releasing a Request for Proposals for 2 housing projects of 50 units each. The housing projects will be alcohol and drug-free housing. Chuck also mentioned that the newly formed Housing Advisory Board will be collecting information and making affordable housing recommendations to the Housing Authority and the Board of County Commissioners.

There was a general discussion about funding for homelessness, HUD priorities for homeless funding, the Housing First model and the Rapid Re-housing model. Someone mentioned that the state of Utah has been successful with the Housing First model.

A written letter was submitted by Colton Helping Hands in support of a proposal to purchase a building to house the Colton food bank and community center.

Written testimony was submitted by North Clackamas School District Wichita Family Center in support of funding a ramp for ADA access to the building.

Written testimony was submitted from elder services advocate, Erica White via email.

Mark asked everyone to make sure they had signed in so that they could be on the Citizen Participation list. The public meeting concluded at 7:45p.m.

Colton Helping Hands, Inc.
PO Box 16
Colton, Oregon 97017
Non-profit 501 (c) 3

Clackamas County Housing and Community Development Division

Colton Helping Hands would like to purchase the Colton Community Center located at 30138 South Wall Street Colton, Oregon 97017 from the Colton School District. They had an appraisal done by Kurasz Consulting Inc.. The appraisal amount was \$320,000.00.

Colton Helping Hands is a partner agency with Oregon Food Bank. Our food bank serves an average of 150 needy rural Clackamas County families per week, which impacts an average of 2,100 individuals per month. We help the most vulnerable families, seniors and others to meet their basic nutritional needs.

We also offer a place for rural Clackamas County Juveniles and adults to complete court appointed community service. We are certified with Clackamas County Juvenile courts as an approved community service program.

We would like to purchase the building so we can keep the Colton Community Center open. It is in dire need of repairs. Which we are unable to write grants for the repairs, because we do not own the building. We want to insure that we will have a building to house our food program and for other programs to use.

REPAIRS NEEDED

- NEW ROOF
- NEW GUTTERS
- NEW WINDOWS
- PAINT FOR OUTSIDE OF BUILDING

We have done some repairs to the building. We hired a licensed electrician to repair wiring. We have had the furnace repaired, also we have had some plumbing done and we do all the janitorial services.

OUR PLANS FOR THE BUILDING

- KITCHEN (cooking classes offered by Oregon Food Bank)
- MEALS
- THRIFT STORE
- MODEL GARDEN/TEACHING GARDEN (Food Waves received a Grant for the gardens for our program)

If the school were to close or sell the community center it would impact several programs.

PROGRAMS THAT USE THE BUILDING

- CPO (Clackamas County Citizens Planning Organization)
- COLTON YOUTH SPORTS
- GIRL SCOUTS
- COLTON SCHOOL FOOTBALL
- EXERCISE CLASSES
- COMMUNITY MEETINGS
- COLTON HELPING HANDS, INC. (Food Pantry)

Benefit of Belonging to the Oregon Food Bank Network

Orders Picked Up: 1/1/2013 To: 12/31/2013

This is a summary of your agency's activity with Oregon Food Bank during calendar year 2013.

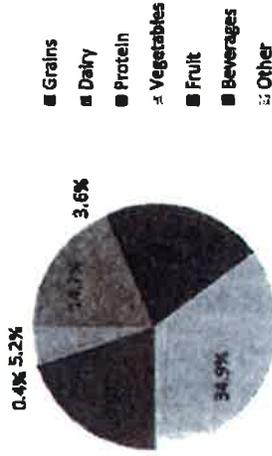
***To figure the amount of money your agency spent with OFB use the equation below.
(Service Fee + Purchase Cost) - Grants**



	Weight	Percent	Service Fee (6 cents a pound)	Purchase Cost (Food to Buy Cost)	Grant Money Received/Spent	Foodbank Value (Actual value of food received)
Colton Helping Hands						
0471	201	0.06%	\$0.00	\$0.00	\$0.00	\$279.39
02-Baby Food/Formule	1,300	0.39%	\$1.70	\$0.00	\$0.00	\$1,807.00
03-Beverages	900	0.27%	\$1.46	\$0.00	\$0.00	\$1,251.00
04-Bread/Bakery	4,282	1.29%	\$129.55	\$511.75	\$0.00	\$3,796.29
05-Cereal	22,418	6.76%	\$411.68	\$3,173.69	\$0.00	\$18,422.44
06-Meats/Entrees/Soups	11,393	3.43%	\$288.80	\$486.72	\$0.00	\$9,823.03
07-Dairy Products	18,131	5.46%	\$24.00	\$2,826.59	\$0.00	\$12,842.11
10-Fruits Canned/Frozen	7,571	2.28%	\$142.15	\$639.60	\$0.00	\$5,031.18
11-Grains	28	0.01%	\$1.40	\$0.00	\$0.00	\$38.92
12-Health/Beauty Care	10,270	3.09%	\$123.25	\$259.48	\$0.00	\$6,544.03
14-Juices	36,534	11.01%	\$949.60	\$4,013.94	\$0.00	\$45,908.23
15-Meat/Fish/Poultry	56,369	16.99%	\$455.20	\$0.00	\$0.00	\$78,401.20
16-Mixed/Assorted	560	0.17%	\$14.10	\$0.00	\$0.00	\$778.40
17-Non-Dairy Dairy	837	0.25%	\$41.85	\$0.00	\$0.00	\$1,163.43
18-Nutritional Aids	2,047	0.62%	\$3.80	\$0.00	\$0.00	\$2,845.33
19-Paper Products-Household	132	0.04%	\$8.60	\$0.00	\$0.00	\$183.48
20-Paper Products-Personal	9,373	2.82%	\$126.35	\$193.85	\$0.00	\$4,388.56
21-Pasta	23,683	7.14%	\$454.20	\$380.75	\$0.00	\$27,929.84
23-Non-Meal Protein	2,543	0.77%	\$111.86	\$73.96	\$0.00	\$1,132.36
24-Rice	4,921	1.48%	\$65.40	\$0.00	\$0.00	\$6,896.29
25-Snack Foods/Cookies	14,045	4.23%	\$84.90	\$787.69	\$0.00	\$6,882.43
26-Condiments	31,562	9.51%	\$569.60	\$2,358.76	\$0.00	\$29,736.82
27-Vegetables Canned/Frozen	72,748	21.92%	\$0.00	\$0.00	\$0.00	\$100,011.75
28-Products	331,847		\$3,705.23	\$15,686.78	\$8,632.00	\$95,998.61



Colton Helping Hands





CLACKAMAS COUNTY

Property Account Summary
As Of 11/25/2013 Status: Active

Account No.: 01116806 Alternate Property Number: 53E04AA00700
Account Type: Real Property
TCA: 053-008
Situs Address: 30138 S WALL ST
COLTON OR 97017
Legal: 184 CARLSBORG TR PT LT 9

Parties:

Role	Name & Address
Owner	COLTON SCH DIST #53 30429 S GRAYS HILL RD COLTON OR 97017
Taxpayer	GOLTON SCH DIST #53 30429 S GRAYS HILL RD COLTON OR 97017

Property Values:

Value Name	2013	2012	2011
AVR Total	\$512,803	\$526,353	\$537,749
TVR Total	\$0	\$0	\$0
Real Mkt Land	\$142,513	\$142,513	\$144,889
Real Mkt Bldg	\$370,290	\$383,840	\$392,860
Real Mkt Total	\$512,803	\$526,353	\$537,749

Property Characteristics:

Tax Year	Characteristic	Value
2013	Neighborhood	12114: Colton all other
	Land Class Category	401: Tract Land Improved
	Change property ratio	9XX

Exemptions:

Tax Year	Description	Count	Amount	Assessment Basis
2013	Schools	1	\$512,803	AVR Total
2012	Schools	1	\$526,353	AVR Total
2011	Schools	1	\$537,749	AVR Total

(End of Report)

From: White Erica M [erica.m.white@state.or.us]
Sent: Friday, February 28, 2014 1:57 PM
To: Sirois, Mark
Subject: More info

Good Afternoon Mark,

Thank you for the meeting Wednesday evening, it was really informative and I enjoyed hearing from community partners concerning their needs.

It is important to me to make sure that the needs of the aged and physically disabled populations are somewhere on the table, because these are people that, while they may have a roof over their head, they do not really have a home. We are seeing high numbers of aged or disabled (sometimes both) people in Nursing Facilities because they cannot afford to rent an apartment, or they cannot afford to make their home accessible, or they have had to sell their home to become eligible for Medicaid because they could not receive the physical care they need without Medicaid dollars to help.

It is my dream to see every person that can be served in a home of their own, rented or otherwise, served there. Where they have the space and privacy to make their own choices and live their lives with the least restriction possible.

We desperately need housing that is affordable and accessible to seniors and people with physical disabilities. When I made inquiries for this specific type of housing, every apartment complex had a wait list between 6 and 18 months, and very few of them had any accessible housing (lowered counter tops, roll in showers, etc...) Currently the state pays over 7,000 dollars for one month of nursing facility services, the cost savings that happen when a person is in their own home and receiving in home care are immense.

Erica M. White
Community Resource Developer
Clackamas and Washington Counties
DHS Aging and People with Disabilities
Desk Tuesday and Wednesday: 971-673-7621
Cell: 971-217-5251



4444 SE Lake Road, Milwaukie, Oregon 97222

Wichita Center for Family and Community
krumm@nclack.k12.or.us

February 24, 2014

Chuck Robbins, Community Development Director
Health, Housing and Human Services Department
2051 Kaen Road #245
Oregon City, OR 97045

Dear Mr. Robbins;

Thank you for the opportunity to apply for Community Development Block Grant funding to bring a critical addition to the Wichita Center for Family and Community: **an ADA-accessible ramp at the front door to accommodate the rapidly expanding number of users of this important center.**

The Wichita Center contains several important programs that serve the critical needs of families in the community served by North Clackamas Schools. The immediate surrounding community is the home for the greatest concentration of poverty in the north part of the county. At the center, as you can see from the attached documents, thousands of community members each year gather to recreate, learn, volunteer, receive counseling, and, for many, access the services that will get them through the day.

For example, at the Family Support Center, close to 4,000 individuals speaking multiple languages were served during the 2012-13 fiscal year. They received food, hygiene supplies, clothing and school supplies. Also, more than 900 homeless individuals received support, including more than 200 unaccompanied youth.

Unfortunately, access at the front of the building ranges from difficult to impossible for those in wheelchairs or pushing strollers. This is the main block to full access to the building. Once inside, there is elevator access to get to all levels.

Attached you will see a conceptual plan for placing a quality ramp at the front of the building, with immediate access to most of the parking. The ramp will also lead community members into the building and avoiding two small stairs just inside the front door.

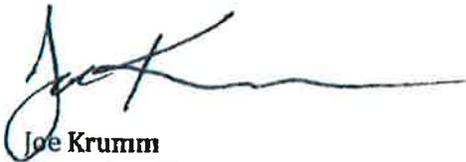
The cost for this ramp is estimated at \$51,136.

As we expect the continuing use of the facility by thousands of individuals each year, the addition of this ramp is vital to the use of the facility. Your support with a Community Development Block Grant will mean this ramp can be put in place in the coming year, thus encouraging more families and individuals to make use of the center.

This ramp will be just one of several efforts to improve access for the center. Other plans in need of funding include additional parking, a safe crosswalk in front of the center, and sewer connections.

Thank you for your willingness to accept this offer. Please be in touch if you have any questions or would like to discuss this proposal further.

Sincerely,



Joe Krumm
Executive Director
Community and Government Relations



Ron Stewart
Assistant Superintendent
Operations

PUBLIC HEARING MEETING SUMMARY

At the Public Services Building, Hearings Room - 4th Floor, Room 409
2051 Kaen Road, Oregon City, Oregon
Thursday, April 10, 2014

Commissioner John Ludlow opened the hearing at 11:00 a.m. Chuck Robbins, Director of the Housing and Community Development Division introduced himself to the Board of County Commissioners and the audience. Chuck Robbins explained the purpose of the meeting was to get public comments on the community development program. He stated that the 2014 Action Plan had been posted to the Community Development website and distributed to public sites. The 2014 plan was in 30- day comment period ending on April 21st at which point the plan would come back to the Board of County Commissioners for final approval on May 1st before the plan was submitted to HUD.

Chuck stated that the 2014 Action Plan is the 3rd year of our 5-year Consolidated Plan. The Action plan is an annual application for funding from the U.S. Housing and Urban Development (HUD). The amount of CDBG, HOME and ESG funds coming to the County is based on population and the agreements that the County has with each jurisdiction.

Chuck reported that in the past year CDBG funds have been responsible for 40 sidewalk ADA ramps in Milwaukie, the construction of the Family Justice Center, the completion of the Kellogg Ave Street and Sidewalk Improvements project and the rehabilitation of 43 homes for low-income households. In the coming year these funds have been cut by only 0.04% and it is anticipated that funding will continue in the coming years.

The HOME program funds helped to secure an affordable housing complex of about 35 affordable housing units in partnership with Northwest Housing Alternatives. HOME funds should be able to secure approximately \$5 million in Low Income Housing Tax Credits for the organizations developing the low income housing in the coming year. The HOME program is funding the Sandy Family Housing project in Sandy and the Town Center Green project in Clackamas.

Chuck also listed the Emergency Solutions Grant (ESG) program funding had increased by 17% in the 2014 year. The ESG program funds emergency shelter services for homeless youth at the Inn Home, homeless families at the Annie Ross House and survivors of domestic violence at the Clackamas Women's Services.

New measure of program performance includes economic impacts of these funds. The project in 2013 preserved or created almost 200 jobs in our community.

The public hearing was opened for public comment.

Monica Lodolini of the Madonna Center for parenting teens spoke on the need for housing for parenting teens. The Madonna Center served 150 teen parents and 175 children last year and many of those teens needed housing assistance. Monica was hoping that CDBG would be available for some type of program to house teens that were under 18 years old.

Patricia Aguilera also of the Madonna Center said that the Raise the Roof project was helping teens find housing but many more needed help.

Valerie Aschbacher, President of the Madonna Center said that the services that exist are not helping parenting teens because these teens have been abandoned by their parents due to drug use or incarceration. The housing for parenting teens would go a long way toward helping these teens succeed in life.

Martha McLennan, Executive Director of Northwest Housing Alternatives spoke about getting 200 calls per month for housing assistance but they can only help 8 per month. Although jobs have been created in Clackamas County many of those jobs are low paying. 60% of those new jobs pay less than 60% of Area Median Income. Another factor in the cost of housing is the 17% increase in construction cost due to the current housing construction boom in our area.

Larry Alexander of the Boring Water District thanked Chuck Robbins for all his help with the projects in the Boring Water district. With CDBG funds the District has been able to install a new waterline and hydrant in the main street area and repair poor performing water well. The 750 customers in the 5 mile district appreciate the CDBG program. These grants have been a great benefit to the community because grants allowed for water rates to remain low. Larry is also president of the Boring Station Trailhead Park that will be requesting additional CDBG funds for playground equipment. A CDBG grant would help to complete the park.

Doug Dickson of the West Linn Adult Community Center asked that the board please support the CDBG grant for the expansion of the West Linn Adult Community Center for seniors. The center is out of room for the many programs and classes they offer. The seniors have been raising funds for 4 years and are working with the city. The Center classrooms and space is used by the city and by community groups.

There being no additional testimony or comments that public hearing was closed at 11:55 a.m.

Appendix E

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying -- To the best of the Jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The submission of the consolidated plan is authorized under State and local law (as applicable) and the Jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature/Authorized Official



Date

Cindy Becker, Director
Department of Health, Housing and Human Services

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2014 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Christy Beed 9/16/14
Signature/Authorized Official Date

Director
Title

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Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the Jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through §92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Appropriate Financial Assistance -- Before committing any funds to a project, the Jurisdiction or its recipients will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.



Signature/Authorized Official



Date

Cindy Becker, Director
Department of Health, Housing and Human Services

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

HMIS – It will comply with HUD’s standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.



Signature/Authorized Official



Date

Cindy Becker, Director
Department of Health, Housing and Human Services

Attachment to 2014 Emergency Solutions Grants Program Certifications

Emergency Solutions Grant funds are matched one for one by federal requirement. As a result the local match combined with federal ESG funds provides a total of \$403,589 for shelter grant operations, HMIS, rapid rehousing and homeless prevention. Anticipated funding sources and funding levels far exceed the match requirements for the ESG Program and include:

State Homeless Assistance Program (SHAP)	\$94,288
Emergency Housing Account (EHA)	\$249,301
Clackamas County General Funds (CGF)	\$60,000
Total Local Match	\$403,589

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Clackamas County Community Development Division
Public Services Building
2051 Kaen Road – Suite 245
Oregon City, Oregon 97030
7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

