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Memorandum Date: August 7, 2008
Order Date: August 27, 2008

TO: Board of County Commissioners

DEPARTMENT: Health & Human Services

PRESENTED BY: Rob Rockstroh, Director

AGENDA ITEM TITLE: ORDER _____ IN THE MATTER OF APPLYING FOR AND APPROVING US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) CONTINUUM OF CARE GRANT IN THE AMOUNT OF \$2,327,960

I. MOTION

Order _____ In the Matter of Applying for and Approving US Department of Housing and Urban Development (HUD) Continuum of Care Grant in the Amount of \$2,327,960

II. AGENDA ITEM SUMMARY

The Lane County Department of Health & Human Services, Human Services Commission Program is requesting approval to submit a grant application in the amount of \$2,327,960 to the U.S. Department of Housing and Urban Development (HUD) for the Continuum of Care Homeless Assistance Program. The department is also requesting the Board of Commissioners delegate authority to the County Administrator to sign grant documents and accept any resulting grant award in the event of a successful application.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

HUD requests that entities within the same community file one application for homeless assistance to HUD. Lane County Health & Human Services, through the Human Services Commission Program (HSC), is the lead applicant for the community. On March 19, 2008, HUD issued a Notice of Funding Availability for its 2008 Homeless Continuum of Care competitive application process. HUD has made available approximately \$1.42 billion dollars nationwide. Funding will be awarded in December 2008. For over a decade Lane County has been extremely successful in receiving these federal funds on an annual basis through this grant application.

The Board approved the 2007 HUD submission (07-5-2-8) which was awarded on December 21, 2007 in the amount of \$2,156,894. As a requirement from HUD all grant recipients were to develop and implement a "Ten-Year Plan to End Chronic Homelessness". This was presented to the Board of Commissioners in Order No. 06-11-8-1 and approved on November 8, 2006.

B. Policy Issues

This grant application is in line with the County's policies and procedures as well as the purpose and objectives of the Department of Health & Human Services. If awarded, the department will administer the grant and provide assistance to the grant partners. The majority of funds will pass through to local providers with no significant change in the scope of work for the department.

C. Board Goals

Lane County government exists to ensure the safety and well-being of the people who live, work, and visit our communities. The Continuum of Care grant supports the goal of ensuring the provision of *basic* social support in the areas of health care, disease prevention, protection, poverty reduction and independent living. The projects within the grant submission include services for homeless youth and adults.

D. Financial and/or Resource Considerations

Lane County is requesting renewal of fourteen HUD grant projects that would otherwise expire during the calendar year 2009 and two new projects. Each project is eligible for up to 100 percent of the final year grant's funding. There is no guarantee that projects, whether new or renewal, will receive approval for funding.

Lane County Human Services Commission (HSC) staff has coordinated the development of specific program objectives and designs in consultation with nonprofit service providers, staff from the cities of Eugene and Springfield, and Housing and Community Services Agency of Lane County. Proposal objectives reflect community developed supportive housing priorities and are built upon a well-developed, expert, and effective network of services available in Lane County. The HSC considers each to be significant and necessary for the community's continuum of care.

E. Analysis

The fourteen renewal projects and two new projects contained in this application supply a significant portion of the financial foundation of Lane County's Continuum of Care. These efforts have been particularly effective in moving people from homelessness into transitional housing, service-enriched housing, and stable, permanent housing.

Twelve projects are submitted by Lane County, while three are being submitted by St. Vincent de Paul and one by the Housing and Community Service Agency of Lane County. These applications are being submitted by those organizations, as legal entities, as part of our coordinated community planning process. If a project applicant is other than Lane County, Lane County will not have any legal relationship to these applications nor be expected to have any grant performance, management, or bear any liability for these grants.

HSC conducted an open planning and development process for new projects through a series of public Continuum of Care Community Planning meetings. A

request for new project concepts was duly advertised and selected by consensus during an open Continuum of Care meeting. Providers for the Lane County renewal projects were selected through competitive process to provide services for the 2008 grant award period. Projects were prioritized as part of the HSC inclusive planning process which included input from the Community Action Advisory Committee.

The information required by the Board of County Commissioners to approve an application and acceptance of a grant award in one action is provided below.

Administrative Policies and Procedures Required Questions

- 1. What is the match requirement, if any, and how is it to be covered for the duration of the grant?** Federal funds under this grant application pay for 75 percent of the operating costs and 80 percent of the supportive services. Match required by the grant is paid for through State of Oregon Homeless funds, local governmental contributions to the HSC and provider match.
- 2. Will the grant require expenditures for Materials and Services or capital not fully paid for by the grant?** The HUD Appropriation Act specifies a 20 percent match for supportive service funding. Materials and Services funding not covered by the grant are paid for through State of Oregon Homeless funds, local governmental contributions to the HSC and provider contributions.
- 3. Will the grant funds be fully expended before the county funds need to be spent?** Grant funds are expended concurrently with the State and local match funds used to finance the projects.
- 4. How will the administrative work of the grant be covered if the grant funds don't cover it?** The administrative costs are covered through the grant application at a rate of five percent per project. Costs above those paid for by the grant are covered by local and state funds as a part of Fund 285 administrative line items.
- 5. Have grant stakeholders been informed of the grant sun setting policy so there is no misunderstanding when the funding ends? Describe the plan for services if funding does not continue.** Stakeholders are informed through planning, bidding and contractual processes that services are based on the availability of the funding through the grant. If funding does not continue, there is no legal obligation to continue services. The HSC has sometimes chosen to continue services that were funded by a grant on a case-by-case basis, based on its criteria for prioritizing projects funded annually.

6. **What accounting, auditing and evaluation obligations are imposed by the grant conditions?** Standard federal 133 OMB grant audit requirements apply to this grant application. No additional accounting or auditing requirements exist for this grant. Evaluation is provided through a standard annual report filed to HUD.
7. **How will the department cover the accounting, auditing and evaluations obligations? How are the costs for these obligations covered, regardless whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to cover these costs and it is an appropriate cost incurred by the support service department?** Existing HSC and H&HS administrative staff fulfill accounting, contracting, auditing, and evaluation obligations. Funds are budgeted for grant administration as described previously. The department covers the cost to support service departments through indirect costs charged to Fund 285.
8. **Are there any restrictions against applying the county full cost indirect charge?** Of the grant's five (5) percent limit administrative budget, half is allocated to the HSC which covers a portion of direct administrative charges. The HSC pooled local jurisdictional funds and block grant funds cover the remaining portion of the county indirect costs not covered through the grant application.
9. **Are there unique or unusual conditions that trigger additional county work effort, or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?** The grant does not allow the county to supplant existing county funds. The grant does not require maintenance of effort beyond the period under contract. The services contemplated in the grant do not require a future maintenance of effort, nor do they supplant existing funding.

F. Alternatives/Options

1. Approve the application and acceptance of US Department of Housing and Urban Development (HUD) Continuum of Care Grant and delegating contract authority to the County Administrator to sign grant documents and accept any resulting grant award.
2. Decline to submit the Continuum of Care grant application to the U.S. Department of Housing and Urban Development (HUD).

IV. TIMING/IMPLEMENTATION

The Board must take action on or before September 17, 2008 order to submit the grant application by the deadline. Upon Board approval, the grant will be submitted.

V. RECOMMENDATION

Staff recommends adoption of Option 1: Approve the application and acceptance of US Department of Housing and Urban Development (HUD) Continuum of Care Grant and delegating contract authority to the County Administrator to sign grant documents and accept any resulting grant award.

VI. FOLLOW UP

If approved the grant will be finalized immediately and submitted to the U.S. Department of Housing and Urban Development.

VII. ATTACHMENTS

Board Order
Project Summaries
Project List

IN THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER:) ORDER _____ IN THE MATTER OF APPLYING
) FOR AND APPROVING US DEPARTMENT OF HOUSING AND
) URBAN DEVELOPMENT (HUD) CONTINUUM OF CARE
) GRANT IN THE AMOUNT OF \$2,327,960

WHEREAS, Lane County Department of Health & Human Services, Human Services Commission, administers homeless programs in Lane County; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has made available, on a competitive basis, \$1.42 billion to provide homeless assistance services in order to transition homeless persons into permanent housing and self-reliance.

NOW THEREFORE, IT IS HEREBY ORDERED, that Lane County through the Department of Health & Human Services is approved to submit a Continuum of Care grant application to the U.S. Department of Housing and Urban Development (HUD) in the amount of \$2,327,960 and accept any resulting grant award. It is further ordered that the County Administrator is delegated authority to execute grant documents and sign any resulting grant awards.

DATED this _____ day of August 2008.

Faye Stewart, Chair
Lane County Board of Commissioners

APPROVED AS TO FORM
Date 8/20/08 Lane
County J. Fairclaw
OFFICE OF LEGAL COUNSEL

Lane County Oregon 2008 Grant Application Projects HUD Continuum of Care Homeless Assistance Program

The projects summarized below which are included in the 2008 HUD Continuum of Care application, maintain critical services for homeless families and persons with disabilities while beginning to address the housing and services gap.

1. St Vincent de Paul's **LIFT** (Living Independently Following Treatment) is an inter-agency collaborative project designed to fill an unmet need for homeless dually diagnosed individuals and their families. The overall goal of the project is to provide permanent, safe, and affordable alcohol and drug free housing for homeless persons who are addressing substance abuse and mental health issues. Participants receive intensive case management and services. All participants completing a successful year will receive a permanent housing bonus and follow-up services for up to 6 months; 11 dually diagnosed homeless individuals will be served annually.
2. The Lane County **Family Shelter Program** has moved beyond serving the immediate emergency needs of families to build a comprehensive supportive services program to move homeless families with children into permanent housing. On-site supportive services include: 1) transitional case management for community integration through supportive housing units; 2) children's services including child care and recreation programs; 3) housing assistance to provide loans for rental and utility deposits and/or rent while the family is awaiting their pay check or benefit check; 79 households will receive services annually.
3. The St Vincent de Paul **Vet LIFT Chronic Homeless Permanent Housing Project** serves veterans with dual diagnoses of a mental disorder with substance abuse. Vet LIFT participants come from homelessness or have been discharged from treatment facilities. The Vet LIFT program houses participants in single bedroom apartments and offers an array of supportive services to address the multiple barriers to stability. Pre-participation services include detoxification, immediate medical attention, and admission to long-term residential treatment, initiation of mental health services and individual and group counseling. Linkages to mainstream services offered in the community occur prior to an individual's selection for participation. Supportive services are structured to enable Vet LIFT participants to meet three core goals: 1) maintain permanent housing, 2) enhance and maintain clean and healthy living, and 3) enhance the quality of life; 16 chronically homeless veterans will receive services annually.
4. The Lane County **Homespace Project** is an interagency collaboration designed to fill an unmet need for homeless developmentally disabled individuals and families. It provides these individuals with permanent, safe and affordable housing with supportive services. Homespace provides enough intensive support to this special needs population to reverse the pattern of homelessness. Homespace teaches participants new skills that results in stable, permanent housing, with accepted levels of community support from agencies serving people with developmental disabilities. Homespace provides access to permanent housing opportunities and an array of supportive services, training and supportive case management to 13 households with

developmental disabilities.

5. The Lane County **Homeless Youth and Young Parents Housing Project** offers transitional housing and supportive services to youth and young parent's ages 13-21 and their children living in unsafe conditions. Through scattered site housing, self-sufficiency case management, and wrap around supportive services, young homeless households move toward independent living. Life skills development, employment search, educational training, household management skill building, tenants rights are offered; 69 households will receive housing and services annually.
6. The Lane County **Housing Scholarship Program** provides homeless individuals and families who attend educational, vocational, or rehabilitative self-development programs, with monthly rent subsidies. The primary intent of the Housing Scholarship is to provide financial incentive and opportunity for self-sufficiency. Based upon the principles of financial incentive and self-determination, scholarship recipients choose the direction of their self-development and when their classes/training/rehab begins. Attendance is tracked by the program; 38 households will receive housing and supportive services annually.
7. St. Vincent DePaul **Connections Project** operates units of transitional housing for families with children. The project involves team case management and partnership agreements for specialized at-risk populations including victims of domestic violence, Latinos, and at-risk children; 58 households will receive housing, intensive case management. Services.
8. The Lane County **Safe Haven Shankle Project** for mentally ill homeless persons is a 16-bed residential facility which includes a day room program, aggressive mental health outreach, transport services and other supportive services. The program provides permanent housing to persons with mental disorders who have been living on the streets. The Safe Haven day access center and outreach services have been added to complement the following services: crisis, case management, living skills training, advocacy, one-to-one problem-solving support, rehabilitation and socialization, medication management, mediation, and vocational training; 42 households receive housing and/or support services annually.
9. The Lane County **Safe Haven Assisted Permanent Housing** provides a successful transition for adults, with a severe and persistent mental illness who are chronically homeless. The project targets 12 chronically homeless adults. Project participants receive care & services that establish stability in the mental, emotional, physical, medical, financial and residential areas of their lives. The program provides a safe place for an additional 15 participants to receive basic services such as food, clothing, shelter and support by skilled mental health staff. Staff work with each participant to assist in their recovery and their successful transition to stable housing. Medication management is an integral component of this program; 27 individuals with a severe and persistent mental illness will receive housing and support services annually.
10. The Lane County **Open Doors Project** provides transitional housing and supportive services for families. Family advocacy, life skills training, employment training and child care are provided. Parents learn to overcome addictions, increase their parenting

ability, and gain independence through education and work skills. The project provides supportive services and housing assistance for 75 families annually.

11. The Lane County **Safe Homes for Youth Project** is a permanent housing program assisting chronically homeless youth, ages 16-21. The project offers chronically homeless youth permanent housing with wrap-around services, allowing an increased number of youth to exit street life and culture; 8 chronically homeless youth will be served annually.
12. The Lane County **Latino Housing Project** provides culturally specific transitional housing services for Latino individuals and families. Housing placement, case management, and employment assistance are provided in a cultural and linguistically competent manner by bicultural and bilingual project staff; 24 households will be served annually.
13. The Lane County **Chronic Homeless Project** provides supportive services to chronically homeless adults with substance abuse problems and/or mental illness. Participants have a history of high use of detoxification services, psychiatric hospitalization and incarceration due to the lack of stable access to social supports. An outreach worker provides case management and coordinates participants' applications for public health, disability, and income benefits at local emergency shelters, day rooms and access centers; 100 chronically homeless individuals will be served annually.
14. Housing And Community Services Agency of Lane County **Shelter Plus Care (S+C)** sponsor-based rental assistance program provides housing to people who are homeless and have a mental illness. The majority of the participants have co-occurring substance abuse issues. The goal of this program is to maintain the leasing of apartments that are convenient to services and public transportation. Supportive services designed to promote independence and long-term tenancy is provided; 48 homeless individuals with a severe and persistent mental illness will be served annually.
15. The **Back Home Family Project**, a rapid re-housing program, assesses homeless families' current situation and needs. Eligible families will receive case management services to stabilize the family's situation and in turn stabilize their housing. Case managers identify and build their plan of action with families including increasing education and training, obtaining more gainful employment, building positive relationships with landlords and neighbors, building savings, building communication skills and accessing community resources. Families may work on family interactions, relationships, house keeping and a myriad of other areas that affect the family's ability to stay in good standing at their rental. Rental assistance and support services will be offered to up to 10 families annually.
16. **Housing Opportunities with Hope Project** serves chronically homeless individuals living with HIV/AIDS residing in Lane County by providing permanent supportive housing through scattered site tenant-based leasing of private rental units. Using Housing First principles, attempting to place clients as immediately as possible into permanent housing, with leveraged community-based supportive services provided to assist the client in maintaining stable housing. Permanent supportive housing will be provided to a continuous case load of up to 5 eligible participants.

**US Department of Housing & Urban Development
2008 Continuum of Care Grant Application
Lane County, Oregon Project List**

PROJECT NAME	BEGIN DATE	END DATE	AMOUNT
Chronic Homeless Project	07/01/09	06/30/10	\$33,333
Family Shelter	02/01/09	01/31/10	\$82,208
Homeless Youth & Young Parents	07/01/09	06/30/10	\$108,973
Homespace	07/01/09	06/30/10	\$134,737
Housing Opportunities	07/01/09	06/30/11	\$57,022
Housing Scholarships	02/01/09	01/31/10	\$58,566
Latino Housing	07/01/09	06/30/10	\$94,458
Open Doors	07/01/09	06/30/10	\$143,307
Rapid Re-Housing	07/01/09	06/30/12	\$114,044
Safe Haven (Royal)	02/01/09	01/31/10	\$191,815
Safe Haven (Shankle)	01/01/10	12/31/10	\$378,850
Safe Homes for Youth	07/01/09	06/30/10	\$24,622
Lane County Contracts TOTAL			\$1,421,935
Connections	07/01/09	06/30/10	\$222,219
LIFT	07/01/09	06/30/10	\$249,736
Vet LIFT	08/01/09	07/31/10	\$88,470
St Vincent de Paul TOTAL			\$560,425
Shelter Plus Care	10/01/09	09/30/10	\$345,600
Housing & Community Services TOTAL			\$345,600
GRANT TOTAL			\$2,327,960