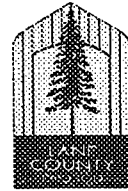


W. Y. B. I.

**AGENDA COVER MEMO**

**AGENDA DATE:** April 19, 2006  
**TO:** Board of County Commissioners  
**DEPT:** Health & Human Services  
**PRESENTED BY:** Rob Rockstroh, Director



**AGENDA ITEM TITLE:** ORDER \_\_\_\_\_ / IN THE MATTER OF APPROVING THE SUBMISSION OF A CONTINUUM OF CARE GRANT APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) IN THE AMOUNT OF \$2,044,995 FOR THE PERIOD OF JANUARY 1, 2007 THROUGH DECEMBER 31, 2008.

**I. MOTION**

ORDER \_\_\_\_\_ / In The Matter Of Approving The Submission Of A Continuum Of Care Grant Application To The U.S. Department Of Housing And Urban Development (HUD) In The Amount Of \$2,044,995 For The Period Of January 1, 2007 Through December 31, 2008.

**II. DISCUSSION**

**A. BACKGROUND**

The Lane County Department of Health & Human Services, Human Services Commission Program, is requesting approval to submit a grant application in the amount of \$2,044,995 to the U.S. Department of Housing and Urban Development's (HUD) competitive Supportive Housing Program. HUD has made available over one billion dollars for nationwide competitive, 2006 homeless grant applications. Funding will be awarded in December 2006.

On March 8, 2006, HUD issued a Notice of Funding Availability for its fiscal year 2006 Homeless Continuum of Care competitive application process. For the past eight years, communities have been provided the opportunity to include project renewals in their Continuum of Care analysis and as priorities are established.

To ensure projects have the maximum opportunity to be selected in the competition process, communities need to place those projects at the top of their priority list. There is no guarantee that even top-priority projects, whether new or renewal, will receive approval for funding. Applicants must fully describe how they meet all project quality, applicant and sponsor capacity, and other threshold requirements.

This year, HUD has an emphasis on The Samaritan Housing Initiative (formerly known as the Permanent Housing Bonus) for projects serving exclusively chronically homeless persons. Applications that include a permanent housing project that serves this population as their first priority project are eligible for additional funding. This bonus is awarded, in addition to, the need-based allocation formula HUD will use to determine a community's allocation. The bonus occurs as a result of Congress inserting a requirement that 30 percent of the homeless appropriation be applied toward permanent housing for disabled homeless persons. Additionally, HUD now requires that 50 percent of the application be permanent housing for disabled homeless persons in order to receive full points as the grant applications are rated. Therefore, we have included as our first priority in the Lane County application "Lift 2 Chronic Homeless Permanent Housing Project" so that the housing needs of chronically homeless veterans with mental illness and/or substance abuse problems will be addressed.

Lane County is requesting renewal of twelve HUD grant projects that would otherwise expire during the calendar year 2006. Each project is eligible for up to 100 percent of the final year grant's funding. Given a limit on the amount of funds available for renewal grants, we have prioritized one-year renewals of all grants.

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 the Lane County Housing Authority. 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.

## **B. ANALYSIS**

Lane County's 2005 HUD Continuum of Care submission prioritizes the needs of chronically homeless veterans with a severe and persistent mental illness and /or substance abuse issues. This year's first priority project is a new permanent housing project for homeless veterans which address the residential stability needs of chronically homeless veterans through twelve units of permanent housing. The St. Vincent de Paul LIFT 2 Chronic Homeless Permanent Housing Project will assist veterans to maintain housing through wraparound services that focus on housing stability, mental health and substance abuse services.

Twelve renewal 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.

HUD requests that entities within the same community, file one application for homeless assistance to HUD. Lane County, through the Human Services Commission (HSC), is the lead applicant for the community. HSC conducts an open planning and development process through a series of Continuum of Care Community Planning meetings. Separate program proposals are incorporated in the application. Eight projects are submitted by Lane County, while five others are being submitted by other entities and have been prioritized as part of the HSC inclusive planning process. All homeless providers were given public notice of the meetings held and given the opportunity to include proposals in the application. Providers for the Lane County renewal projects will be selected through a Letter of Interest (LOI) process if federal funds are awarded.

Other organizations submitting applications that are forwarded in this application include the St. Vincent de Paul LIFT Project, the St. Vincent de Paul Connections Project, and the new St. Vincent de Paul LIFT 2 Chronic Homeless Permanent Housing Project and the Housing Authority and Community Service Agency's two Shelter Plus Care Projects. 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.

Following are the thirteen projects to be included in the 2006 grant application:

<b>Lane County, Oregon 2006 Continuum of Care Priorities</b>	<b>Grant Funding</b>	<b>New / Renewal</b>
St. Vincent dePaul of Lane County VET LIFT 2 Chronic Homeless Permanent Housing Project	\$56,988	New
Lane County Homeless Youth and Young Parent Housing	\$108,973	Renewal
St. Vincent de Paul of Lane County LIFT	\$249,736	Renewal
Lane County Safe Haven Assisted Permanent Housing	\$191,815	Renewal
Lane County "Shankle" Safe Haven	\$378,850	Renewal
Lane County Developmental Disabled Permanent Housing Homespace	\$134,737	Renewal
Lane County Latino Homeless Project	\$94,458	Renewal
St. Vincent de Paul of Lane County Connections	\$222,220	Renewal
Lane County Open Doors	\$143,307	Renewal
Lane County Housing Scholarship	\$58,567	Renewal
Lane County (SAFAH)	\$82,208	Renewal

Lane County Housing Authority and Community Services Agency Shelter Plus Care Project #1	\$134,640	Renewal
Lane County Housing Authority and Community Services Agency Shelter Plus Care Project #2	\$188,496	Renewal
<b>Total Amount</b>	<b>\$2,044,995</b>	

1. The St Vincent de Paul **VET LIFT 2 CHRONIC HOMELESS PERMANENT HOUSING PROJECT** will address the housing needs of chronically homeless veterans with mental illness and/or substance abuse problems through 12 additional units of permanent housing. The Lane County Veterans Service Office will assist these Veterans with signing up for VA benefits and receipt of health care and other supportive services. ***Funding will serve 24 chronically homeless veterans homeless persons will be served over the next year.***
2. The St Vincent de Paul **LIFT CHRONIC HOMELESS PERMANENT HOUSING PROJECT** will address the housing needs of chronically homeless Veterans with mental illness and/or substance abuse problems through nine units of permanent housing. The Lane County Veterans Service Office will assist these Veterans with signing up for VA benefits and receipt of health care and other supportive services. ***With extended funding, 25 chronically mentally ill homeless persons will be served over the next year.***
3. The Lane County **HOMESPACE** project provides seven units of permanent housing and an array of supportive services, training and supportive case management to individuals with developmental disabilities and their families. The permanent housing is leased in existing affordable housing complexes. Seven one-bedroom units and three two-bedroom units are used to accommodate individuals who may require a care provider. People with developmental disabilities are one of the most vulnerable groups within the homeless population. ***With extended funding, housing and supportive services will be provided for 39 individuals with developmental disabilities over the next year.***
4. The Lane County **HOMELESS YOUTH AND YOUNG PARENT HOUSING** project addresses the transitional housing and supportive service needs of young parents, ages 13–21, and their children living in unsafe conditions, by providing transitional housing at various sites, self-sufficiency case management, and wrap-around supportive services. Young homeless households are assisted in moving from homelessness toward independent living through secure transitional housing, life skills development, employment search, and educational training. ***With extended funding, housing and services will be provided for 37 young homeless households over the next year.***
5. The Lane County **OPEN DOORS** Consortium has provided transitional housing, family advocacy, counseling, life skills training, employment and training, and therapeutic child care, whereby, parents learn to overcome addictions, increase their parenting ability, and gain independence through education and work skills. ***With extended funding, an additional 45 families will be served.***

6. The **ST. VINCENT DEPAUL SOCIETY OF LANE COUNTY CONNECTIONS** project continues to operate 36 units of critically needed transitional housing for homeless families with children. ***With extended funding, an additional 137 families will receive housing, intensive case management, and associated services.***
7. The Lane County **SHANKLE SAFE HAVEN** project for mentally ill homeless persons is a 12-bed residential facility, which includes a 20-person, day-room program, aggressive mental health outreach and transport services, and other supportive services. The on-site group room is a portal of entry to the service system and provides access to basic services such as: food, clothing, showers, laundry, storage space, transportation, and mail drops. ***With extended funding, housing and services will be provided to 81 persons with mental illness.***
8. The Lane County **SAFE HAVEN ASSISTED PERMANENT HOUSING** stabilizes adults with severe and persistent mental illness who are chronically homeless. As they move to permanent assisted housing, they receive care and services that establish more stability in mental/emotional, physical/medical, financial and residential areas of their lives. The program provides a safe place where participants receive food, clothing and shelter, medication management, and training in daily living skills. They are supported by skilled mental health professionals. ***With extended funding, housing and services will be provided to 18 persons with a severe and persistent mental illness.***
9. The Lane County **HOMELESS CHILDREN'S RESPITE AND TRANSITIONAL SUPPORT PROGRAM** provides transitional housing and case management to homeless families with children. On-site employment and training, mental health services, medical referral services, and other supportive services are provided. ***With extended funding, an additional 97 families will annually access one or more supportive services and for 180 homeless children will participate in the children's respite care program.***
10. The Lane County **HOUSING SCHOLARSHIP PROGRAM** provides homeless families with children an opportunity to earn a monthly rent subsidy by attending educational, vocational, or rehabilitative, self-development programs. Earned credits are used as a rent subsidy, paid directly to the recipient's landlord. Participants receive follow-up case management for up to one year upon completion of the rent subsidy program. ***With extended funding, an additional 14 households will be housed and receive supportive services.***
11. The **LANE COUNTY HOUSING AUTHORITY SHELTER PLUS CARE (S+C)** Sponsor-Based Rental Assistance Program serves single adults with serious and chronic mental illness with affordable rental housing and mental health supportive services. ***Extended funding will serve 20 homeless persons with a severe and persistent mental illness.***

12. The **LANE COUNTY HOUSING AUTHORITY SHELTER PLUS CARE (S+C)** has a second Sponsor-Based Rental Assistance Program serving the same population as above (see #11). ***Extended funding will serve 28 homeless persons with a severe and persistent mental illness.***
13. The Lane County **LATINO HOUSING PROJECT** provides fourteen slots of permanent housing to homeless monolingual (limited English speakers) Latino individuals and families. This scattered site model provides a stable permanent housing to program participants. Services include case management, to enhance the ability of homeless households to remain in stable, affordable housing. ***Extended funding will serve 33 people who are homeless.***

In summary, the projects to be included in the 2006 HUD Continuum of Care application maintain critical services for homeless families and persons with disabilities while beginning to address the housing and services gap.

#### **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 for the Shankle Safe Haven, Safe Haven Assisted Permanent Housing, Latino Housing, and Family Shelter (SAFAH) and Home Space projects. A 25 percent match required by the grant has been budgeted in the HSC Fund 285 and is paid for through both State of Oregon Homeless funds and local governmental contributions to the HSC. Two additional agencies are included in our grant application with operating costs. These two agencies, HACSA's two Shelter Plus Care projects and St. Vincent dePaul's LIFT, LIFT 2 Chronic Homeless Permanent Housing Project and Connections are responsible for their own match funds.
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, for the renewal projects, are budgeted in the HSC Fund 285 under Materials and Services as part of the agency payments. The match is paid for through both State of Oregon Homeless funds and local governmental contributions to the HSC. The match for supportive service costs includes the following projects: Homeless Youth and Young Parents, Open Doors, and Housing Scholarship Projects.

- 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 sunset 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 fulfills 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?**  
The grant's five (5) percent administrative budget limit covers the majority of direct administrative charges. The HSC pooled local jurisdictional funds and block grant funds cover a 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.

For the past decade Lane County has been extremely successful in receiving these federal funds on an annual basis through this grant application.

The grant application is being developed at this time. A copy of the draft application will be available for review by the HSC and the Board by Monday, May 15, 2006.

**C. Alternatives / Options**

1. To approve the submission of a Continuum of Care grant application to the U.S. Department of Housing and Urban Development (HUD) in the amount of \$2,044,995.
2. Non-approval of the submission of a Continuum of Care grant application to the U.S. Department of Housing and Urban Development (HUD) in the amount of \$2,044,995.

**D. Recommendation**

To approve # 1 above.

**E. Timing**

Upon Board approval, the grant will be submitted to the U.S. Department of Housing and Urban Development on May 25, 2006. Grants awarded to Lane County in the 2006 HUD competition process will provide services beginning either on January 1, 2007 or July 1, 2007.

**III. IMPLEMENTATION**

Upon the Board Order being approved and signed, the department will submit the grant application to HUD.

**IV. ATTACHMENTS**

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER: ) ORDER \_\_\_\_\_ /IN THE MATTER OF  
) APPROVING THE SUBMISSION OF A CONTINUUM OF CARE  
) GRANT APPLICATION TO THE U.S. DEPARTMENT OF  
) HOUSING AND URBAN DEVELOPMENT (HUD) IN THE AMOUNT  
) OF \$2,044,995 FOR THE PERIOD OF JANUARY 1, 2007  
THROUGH DECEMBER 31, 2008.

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 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 the Lane County 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 \$2,044,995 for the period of January 1, 2007 through December 31, 2008. It is further ordered that the County Administrator is delegated authority to sign the grant documents.

DATED this \_\_\_\_\_ day of April 2006.

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Bill Dwyer, Chair  
Lane County Board of Commissioners

APPROVED AS TO FORM

Date 4/7/06 lane county

Haidlaw  
OFFICE OF LEGAL COUNSEL