

# SUPPORTIVE HOUSING SERVICES QUARTERLY REPORT

SUBMITTED BY (COUNTY): CLACKAMAS

FISCAL YEAR: 2023 - 2024

QUARTER: THIRD

## *SUPPORTIVE HOUSING SERVICES*

### *QUARTERLY REPORT TEMPLATE DRAFT*

*The following information should be submitted 45 calendar days after the end of each quarter, per IGA requirements. When that day falls on a weekend, reports are due the following Monday.*

	Q1	Q2	Q3	Q4
<i>Report Due</i>	<b>Nov 15</b>	<b>Feb 15</b>	<b>May 15</b>	<b>Aug 15</b>
<i>Reporting Period</i>	Jul 1 – Sep 30	Oct 1 – Dec 31	Jan 1 – Mar 31	Apr 1 – Jun 30

*Please do not change the formatting of margins, fonts, alignment, or section titles.*

## Section 1. Progress narrative

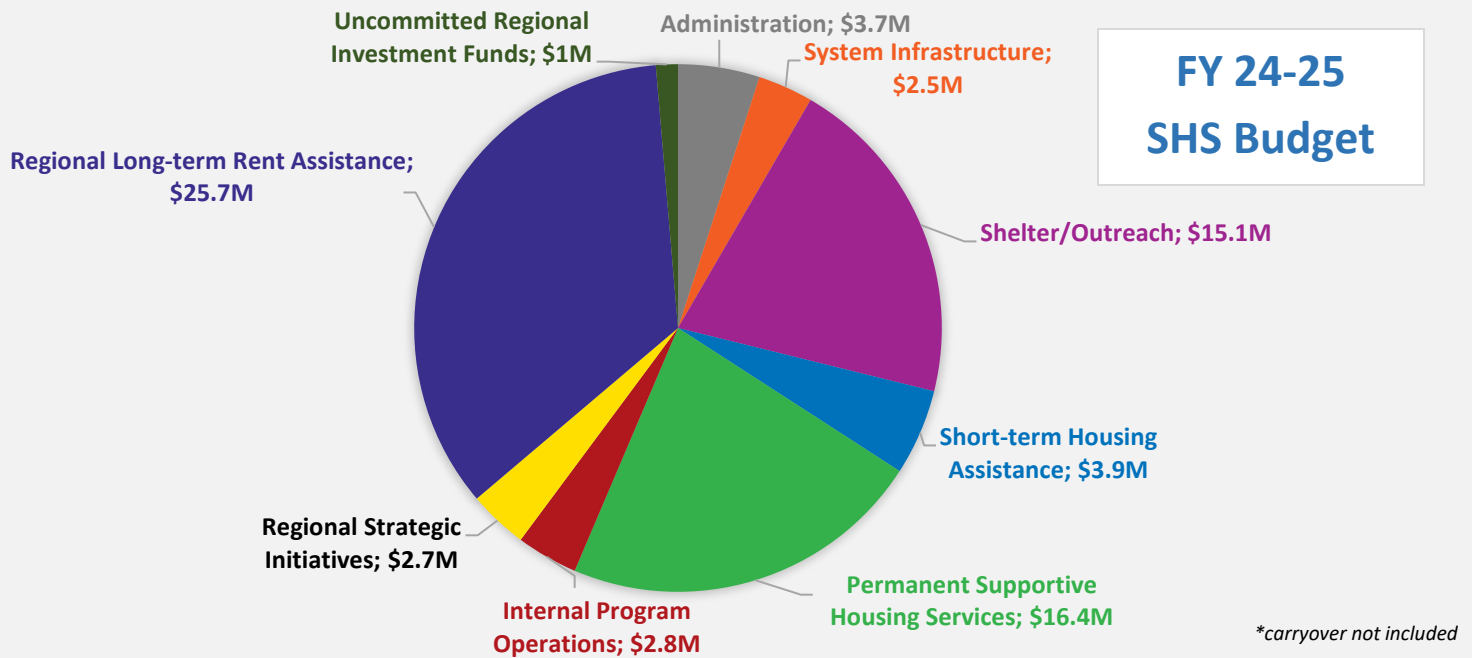
### Executive Summary

Supportive Housing Services in Clackamas County continue to deliver life-changing results and move toward ending chronic homelessness in our community. By the end of the third quarter of this fiscal year, we have exceeded our annual eviction prevention goal early, preventing 797 households (1,882 people) from entering homelessness; the County’s annual goal was to prevent eviction for 625 households.

In Q3, we also exceeded our annual year-round shelter goal to support 155 emergency and transitional shelter units. Through a new contract with Native American Youth and Family Center (NAYA) and an expansion of youth shelter with Northwest Family Services’ Foster Youth to Independence program, the County is now supporting 161 year-round shelter units.

As we move into the final quarter of our third year of SHS programming, staff are working on the contract renewals that will frame this work in FY 24-25. In the next fiscal year, all anticipated SHS funding is assigned to sustaining established housing programs and services, with the exception of \$1M

of unassigned Regional Investment Funds, for which the Counties await further direction from the Tri-County Planning Body on additional regional investment priorities.



### Advancing Racial Equity

Clackamas County’s [Local Implementation Plan](#) for the SHS program firmly commits to implementing racial equity into all organizational functions and SHS service strategies and to achieve positive housing and service outcomes for Communities of Color equal to or better than Non-Hispanic white household outcomes. While findings from racial equity analyses have continued to reveal a higher-than-expected rate of homelessness among people who identified as Black or African American, Hispanic or Latinx, and Native American, American Indian, or Alaska Native, housing placements across SHS-funded County programs are adhering to the County’s stated commitment.

BIPOC Communities Served in FY 23-24 Housing Placements & Homelessness Preventions		
Permanent Supportive Housing	Rapid Rehousing	Eviction Prevention
40% of Placements	51.1% of Placements	37.9% of Preventions

*Note: BIPOC stands for Black, Indigenous, and People of Color, and includes individuals who are Black, African American, or African, Hispanic or Latin(a)(o)(x), American Indian, Alaska Native, or Indigenous, Native Hawaiian or Pacific Islander, and Asian or Asian American.*

### Supporting Culturally Specific Organizations

One way the County is decreasing racial disparities in homelessness is by prioritizing culturally specific organizations who provide SHS services. To this end, the County has contracted with highly specialized technical assistance firms (Inhance, Social Finance, Advanced Technology Communications, Focus Strategies, and Insight for Action) to strengthen culturally specific service providers’ operational

capabilities, expand capacity, and effectively serve Communities of Color through culturally relevant and responsive initiatives.

Technical assistance services were made available to culturally specific organizations first. One culturally specific provider, IRCO, identified business plan priorities to analyze with their technical assistance firm; their areas of focus include analysis of current workflow, software, processes, and internal controls for invoicing and financial reporting, identification of opportunities to increase digitization, and assistance with increasing workflow efficiency for translation and interpretation services.

Up and Over, another culturally specific provider, shared how they utilized their capacity building budget to strengthen their organization: “A significant portion of the funds was allocated towards staff training programs focused on cultural humility, trauma-informed care, and understanding the historical and systemic factors impacting Black and brown communities. These training initiatives equipped our staff with the knowledge, skills, and sensitivity necessary to provide culturally competent and responsive services, ensuring that our clients feel seen, heard, and valued.” They also invested in organizational development with a racial equity lens, community partnership, collaboration building, resource mobilization, and strategic planning.

IRCO, Up and Over, and other community partners, both culturally specific and non-culturally specific, are currently working with technical assistance firms to assess and refine overall organizational performance.

### **Prioritizing Racial Equity in Coordinated Housing Access**

Throughout this fiscal year, the County’s Coordinated Housing Access Team has been working to improve its Coordinated Entry process in line with its Annual Work Plan goal. Coalition of Communities of Color conducted focus groups with people of color to drive racial equity improvements, and the CHA Team has implemented the resulting recommendations.

To improve accessibility, recommendations included investment in live answering by more staff, including bilingual/bicultural staff. The CHA Team, having doubled in size this fiscal year, is now answering calls live from 8am to 8pm, with an average wait time of two minutes. The team includes several bilingual/bicultural staff. The CHA Assessment has also been translated into Spanish. The CHA Team continues to build relationships with and provide trainings to community partners, including culturally specific organizations, to increase meaningful access to the Coordinated Entry System.

The CHA Team implemented improvements to its CHA Assessment. In Q3 the team began working with consultant Julie McFarland, who has improved coordinated entry systems for several communities toward equitable housing outcomes. The new and improved CHA Assessment has clearer scripting and will go live in Q4.

Recommendations to overall system improvements included allocating more funds for rental assistance and moving away from deprioritizing people who may be experiencing homelessness but recently stayed inside of a residence overnight. In FY23-24, rental assistance programs did expand significantly, and the CHA Team continues to send at least ten rental assistance referrals weekly. The team also

developed a new Rapid Resolution program that is responsive to people who may have recently doubled up, couch surfed, or otherwise temporarily stayed inside of a residence overnight.

In Q3 the CHA Team provided Housing First Aid training to community partners on the Coordinated Entry process and best practices when working with people who are making their first contact with CHA, especially those who are imminently or recently experiencing homelessness for the first time. Housing First Aid and diversion practices have an outsize impact on the continuum of homeless services in Clackamas County, as early intervention at the stage of housing insecurity prevents homelessness.

In Q3 the CHA Team also began the process of creating and recruiting for the Core Team, an advisory group with lived experience of homelessness, as well as front-line staff among community partners, to formally guide continuous improvement to Coordinated Entry. The Core Team will officially begin convening in Q4.

## Elevating Programmatic Standards

### Quality Data

Quality in data is an important aspect of the Built for Zero initiative to make homelessness in Clackamas County rare, brief, and non-recurring. Quality data in the Homeless Management Information System, HMIS, ensures the County can track the changing size, composition, and dynamics of its population experiencing homelessness to better prioritize resources, test changes to the system, and understand whether specific efforts are helping to drive numbers toward zero. With a multi-pronged approach to improve information input into HMIS, the County's goal is to achieve quality in data by the end of this fiscal year.

Through a series of listening sessions, providers shared input with the SHS Data Team, identifying specific training topics, tools, and reports needed to support data quality. As a result, the County purchased the HMIS Learning Management System from Wellsky and created comprehensive, step-by-step instructions for data enterers on essential HMIS components like client profiles, program entries and exits, interim reviews, and case notes, with clear narrative instructions alongside screenshots. The County is also developing a quarterly check-in tool to review outcomes, data quality, contract performance, and to identify specific areas where each provider may need additional support.

### Enhanced Provider Support

This quarter the SHS Program Team engaged in a broad array of strategies to support service providers in their work across the continuum of homeless services. The Program Team continues to meet one-on-one and provide group trainings for the Utility Payment Program and Money Management Rep Payee services, initiatives helping households to retain their housing. More training opportunities were created for providers on the RLRA application process, while improvements were made to the tracking process for submitted RLRA applications. The team has also begun exploring trainings available through the Corporation for Supportive Housing, with the goal of building a training curriculum for SHS partner agencies in the County.

In Q3 the Program Team dedicated significant time to case conferencing, creating space for collaboration and problem solving alongside service providers. Open referrals were also added to case conferencing agendas to assist clients who are enrolled in programs and not yet housed. Also increasing partner agency participation, a program policy workgroup has been established and will begin meeting in Q4.

Staff also attended the National Alliance to End Homelessness Conference this quarter and returned invigorated with new ideas to begin researching and pursuing for our community. One idea was the utilization of occupational therapy to support formerly homeless individuals with retaining housing. The Program Team is meeting with agencies using various occupational therapy models to learn best practices and outline program operations for individuals with varying needs.

## Safety On and Off the Streets

### Shelter Programs

In Q3 the County executed a new shelter contract with Native American Youth and Family Center (NAYA), bringing the total units of year-round supported shelter to 161. NAYA's shelter program will serve 56 family households annually with time-limited emergency shelter, working toward a goal of moving participants to safe, stable, permanent housing resources. Late in Q2, the County also executed an amendment with Northwest Family Services existing contract, expanding housing pathways for approximately 38 youth households annually through their Foster Youth to Independence program, providing emergency shelter, navigation, and case management services to maintain housing stability.

The SHS Program Team convenes quarterly meetings for all shelter providers to discuss capacity, access, and challenges, and to promote collaboration. This quarter the Program Team also connected with the Behavioral Health Unit within County law enforcement to understand their role in the community and to implement as an additional resource for unsheltered individuals in crisis.

In January 2024, Clackamas County mobilized severe weather resources in response to the winter storm that impacted the entire community for several days with sleet, snow, freezing rains, high winds, and low overnight temperatures. Members across the Housing Services Team participated in County-wide coordination calls prior to, during, and after the weather event. Outreach during this time shifted to providing survival gear and immediate connection to warming shelter options. Outreach staff assisted in transporting vulnerable individuals to safe sheltering options. Housing Services staff volunteered at emergency warming shelter locations across Clackamas County and assisted in keeping individuals safe and providing goods, information, and resources. Vital supplies included sleeping bags, gloves, hand warmers, and warm clothing.



*A volunteer fills her vehicle with survival gear for distribution at The Father's Heart emergency warming site*

## New Transitional Housing

The future Clackamas Village will provide recovery-oriented emergency transitional housing to people experiencing homelessness. In Q3 the County published a Notice of Public Improvement Contract Opportunity and selected ASA Construction from among the proposals submitted for consideration, issuing a new \$3.2M construction contract. Clackamas Village will be located next to the existing Veterans Village and follow a similar model. The 13 modular building structures will include a kitchen module, two office modules, two bathroom modules, and eight three-bedroom sleeping modules, for a total of 24 housing units. All units will be accessible by ramps and decks built on-site. The modular structures will be built off-site and installed onsite. Other site work will include foundations, utilities, storm ponds, landscaping, and paved areas. With site construction anticipated to take approximately 10 months, Clackamas Village is scheduled to open in early 2025.



*A 3D model of the future Clackamas Village, provided by ASA Construction*

## County-wide Collaboration

### City-led Initiatives

In working to improve coordination and collaboration, increase geographical distribution of services, and support local leaders in tailoring approaches to addressing housing insecurity and homelessness that best suit their communities, Clackamas County released a Notice of Funding Opportunity (NOFO) for city-led homelessness initiatives. The NOFO was intended to spur creativity and innovation at the city level, empowering local leaders to supplement the often highly effective but under resourced local efforts to meet the needs of very low-income households in their cities.

Proposals were reviewed in Q3, and funding has been awarded to 11 submitting cities and 20 proposals totaling approximately \$7.2M over three years. \$4.9M for urban initiatives (Gladstone, Happy Valley, Lake Oswego, Milwaukie, West Linn, Wilsonville, and Oregon City) is funded through SHS, and \$2.3M for rural initiatives (Canby, Estacada, Molalla, and Sandy) is funded through other sources. Allowable proposal categories were intentionally broad, so funded initiatives range from food pantries to motel vouchers to job connections, to name a few out of the twenty.

City-led initiatives represent a milestone in County-wide engagement to address homelessness. As the County concludes its third year of successful SHS programming, planning and work is already underway to develop a community-wide strategic plan to end homelessness, inclusive of SHS and all other County initiatives participating in this effort.

## Section 2. Data and data disaggregation

*Please use the following table to provide and disaggregate data on Population A, Population B housing placement outcomes and homelessness prevention outcomes. Please use your local methodologies for tracking and reporting on Populations A and B. You can provide context for the data you provided in the context narrative below.*

### Data disclaimer:

HUD Universal Data Elements data categories will be used in this template for gender identity and race/ethnicity until county data teams develop regionally approved data categories that more accurately reflect the individual identities. **The below tables only report outcomes funded by the Supportive Housing Services measure and are not reflective of county-wide housing and homeless services outcomes.**

### Section 2.A Housing Stability Outcomes: Placements & Preventions

#### **Housing Placements By Intervention Type: Supportive Housing**

# housing placements – supportive housing*	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	175		604	
<b>Total households</b>	93		316	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	11	6.3%	16	2.6%
Black, African American or African	22	12.6%	72	11.9%
Hispanic or Latin(a)(o)(x)	55	31.4%	106	17.5%
American Indian, Alaska Native or Indigenous	13	7.4%	28	4.6%
Native Hawaiian or Pacific Islander	2	1.1%	21	3.5%
White	134	76.6%	384	63.6%

Non-Hispanic White (subset of White category)	85	48.6%	297	49.2%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	--	--
Data Not Collected	5	2.9%	5	0.8%
<b>Disability status<sup>1</sup></b>				
	#	%	#	%
Persons with disabilities	75	42.9%	249	41.2%
Persons without disabilities	28	16.0%	78	12.9%
Disability unreported	2	1.1%	6	1.0%
<b>Gender identity<sup>2</sup></b>				
	#	%	#	% <sup>3</sup>
Male	39	22.3%	120	19.9%
Female	65	37.1%	212	35.1%
A gender that is not singularly 'Male' or 'Female'	--	--	--	--
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	1	0.6%	1	0.2%

*\*Supportive housing = permanent supportive housing and other service-enriched housing for Population A such as transitional recovery housing*

### **Housing Placements By Intervention Type: Rapid Re-Housing & Short-term Rent Assistance**

# housing placements – RRH**	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	89		403	
<b>Total households</b>	39		167	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	--	--	5	1.2%
Black, African American or African	9	10.1%	32	7.9%
Hispanic or Latin(a)(o)(x)	33	37.1%	122	30.3%
American Indian, Alaska Native or Indigenous	2	2.2%	20	5.0%
Native Hawaiian or Pacific Islander	5	5.6%	27	6.7%
White	41	46.1%	260	64.5%
Non-Hispanic White (subset of White category)	26	29.2%	197	48.9%
Client Doesn't Know	--	--	--	--

<sup>1</sup> Disability information for Q3 is not provided for every person served due to limited data availability.

<sup>2</sup> Gender information for Q3 is not provided for every person served due to limited data availability.



Client Refused	--	--	1	0.2%
Data Not Collected	5	5.6%	19	4.7%
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	38	42.7%	192	47.6%
Persons without disabilities	34	38.2%	186	46.2%
Disability unreported	17	19.1%	25	6.2%
<b>Gender identity</b>				
	#	%	#	%
Male	24	27.0%	104	25.8%
Female	60	67.4%	293	72.7%
A gender that is not singularly 'Male' or 'Female'	1	1.1%	1	0.2%
Transgender	--	--	--	--
Questioning	--	--	1	0.2%
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	4	4.5%	4	1.0%

\*\* RRH = rapid re-housing or short-term rent assistance programs

### ***Housing Placements By Intervention Type: Other Permanent Housing Programs (if applicable)***

Not applicable. This fiscal year Clackamas County did not use SHS funding to fund other permanent housing programs.

### ***Eviction and Homelessness Prevention***

# of preventions	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	513		1,882	
<b>Total households</b>	206		797	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	4	0.8%	18	1.0%
Black, African American or African	58	11.3%	213	11.3%
Hispanic or Latin(a)(o)(x)	110	21.4%	373	19.8%
American Indian, Alaska Native or Indigenous	17	3.3%	51	2.7%
Native Hawaiian or Pacific Islander	11	2.1%	59	3.1%
White	360	70.2%	1,371	72.8%
Non-Hispanic White (subset of White category)	98	19.1%	725	38.5%
Client Doesn't Know	--	--	14	0.7%
Client Refused	--	--	20	1.1%

Data Not Collected	--	--	3	0.2%
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	155	30.2%	584	31.0%
Persons without disabilities	356	69.4%	1,294	68.8%
Disability unreported	2	0.4%	4	0.2%
<b>Gender identity</b>				
	#	%	#	%
Male	210	40.9%	747	39.7%
Female	302	58.9%	1,129	60.0%
A gender that is not singularly 'Male' or 'Female'	--	--	3	0.2%
Transgender	1	0.2%	2	0.1%
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	--	--	1	0.1%

### Section 2.B Regional Long-Term Rent Assistance Program

The following data represents a **subset** of the above Housing Placements data. The Regional Long-term Rent Assistance Program (RLRA) primarily provides permanent supportive housing to SHS priority Population A clients (though RLRA is not strictly limited to PSH or Population A).

RLRA data is not additive to the data above. Housing placements shown below are duplicates of the placements shown in the data above.

Please disaggregate data for the **number of people leased up** during the quarter and year to date.

Regional Long-term Rent Assistance Quarterly Program Data	This Quarter		Year to Date	
	#	%	#	%
Number of RLRA vouchers issued during reporting period	95		302	
Number of people newly leased up during reporting period	152		556	
Number of households newly leased up during reporting period	82		289	
Number of people in housing using an RLRA voucher during reporting period	1,194		1,233	
Number of households in housing using an RLRA voucher during reporting period	671		697	

Race & Ethnicity <sup>4</sup>				
Asian or Asian American	26	1.5%	28	1.6%
Black, African American or African	212	12.5%	214	12.2%
Hispanic or Latin(a)(o)(x)	203	12.1%	203	11.6%
American Indian, Alaska Native or Indigenous	69	5.5%	69	5.3%
Native Hawaiian or Pacific Islander	33	2.1%	33	2.0%
White	920	82.3%	955	82.6%
Non-Hispanic White (subset of White category)	684	68.9%	719	69.7%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	--	--
Data Not Collected	--	--	--	--
Disability status <sup>5</sup>				
	#	%	#	%
Persons with disabilities	535	79.7%	556	79.8%
Persons without disabilities	136	20.3%	141	20.2%
Disability unreported	--	--	--	--
Gender identity <sup>6</sup>				
	#	%	#	%
Male	276	41.1%	287	41.2%
Female	391	58.3%	406	58.2%
A gender that is not singularly 'Male' or 'Female'	2	0.3%	2	0.3%
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	1	0.1%	1	0.1%
Client refused	2	0.3%	2	0.3%
Data not collected	1	0.1%	1	0.1%

**Definitions:**

**Number of RLRA vouchers issued during reporting period:** Number of households who were issued an RLRA voucher during the reporting period. (Includes households still shopping for a unit and not yet leased up.)

**Number of households/people newly leased up during reporting period:** Number of households/people who completed the lease up process and moved into their housing during the reporting period.

**Number of households/people in housing using an RLRA voucher during reporting period:** Number of households/people who were in housing using an RLRA voucher at any point during the reporting period. (Includes (a) everyone who has been housed to date with RLRA and is still housed, and (b) households who became newly housed during the reporting period.)

<sup>4</sup> Race and ethnicity data provided at head of household level.

<sup>5</sup> Disability status available for the heads of households.

<sup>6</sup> Gender data reported at head of household level only due to availability of data.

## Section 2.C Subset of Housing Placements and Preventions: Priority Population Disaggregation

The following is a **subset** of the above Housing Placements and Preventions data (all intervention types combined), which represents housing placements/preventions for SHS priority population A.

Population A Report	This Quarter		Year to Date	
	#	%	#	%
Population A: Total <b>people</b> placed into permanent housing/preventions	169		682	
Population A: Total <b>households</b> placed into permanent housing/preventions	91		362	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	9	5.3%	19	2.8%
Black, African American or African	20	11.8%	79	11.6%
Hispanic or Latin(a)(o)(x)	58	34.3%	157	23.0%
American Indian, Alaska Native or Indigenous	5	3.0%	28	4.1%
Native Hawaiian or Pacific Islander	5	3.1%	36	5.3%
White	111	65.7%	462	67.7%
(Subset of White): Non-Hispanic White	69	40.8%	356	52.2%
Client Doesn't Know	--	--	--	--
Client Refused	--	--	1	0.1%
Data Not Collected	5	2.9%	14	2.1%
<b>Disability status<sup>7</sup></b>				
	#	%	#	%
Persons with disabilities	79	46.7%	329	48.2%
Persons without disabilities	36	21.3%	176	25.8%
Disability unreported	13	7.7%	23	3.4%
<b>Gender identity<sup>8</sup></b>				
	#	% <sup>9</sup>	#	%
Male	42	24.9%	155	22.7%
Female	81	47.9%	365	53.5%
A gender that is not singularly 'Male' or 'Female'	1	0.6%	1	0.1%
Transgender	--	--	--	--
Questioning	--	--	2	0.3%
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	4	2.4%	4	0.6%

<sup>7</sup> Disability status values will not sum to 100% of total Population A people served due to limited data availability.

<sup>8</sup> Gender data for Q3 reported at head of household level for some services due to reporting discrepancies.

The following is a **subset** of the above Housing Placements and Preventions data (all intervention types combined), which represents housing placements and preventions for SHS priority population B.

Population B Report	This Quarter		Year to Date	
	#	%	#	%
Population B: Total <b>people</b> placed into permanent housing/preventions	608		2,214	
Population B: Total <b>households</b> placed into permanent housing/preventions	247		925	
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	6	1.0%	20	0.9%
Black, African American or African	69	11.3%	240	10.8%
Hispanic or Latin(a)(o)(x)	140	23.0%	452	20.4%
American Indian, Alaska Native or Indigenous	27	4.4%	71	3.2%
Native Hawaiian or Pacific Islander	13	2.1%	71	3.2%
White	424	69.7%	1,576	71.2%
(Subset of White): Non-Hispanic White	140	23.0%	885	40.0%
Client Doesn't Know	--	--	14	0.6%
Client Refused	--	--	20	0.9%
Data Not Collected	5	0.8%	13	0.6%
<b>Disability status<sup>10</sup></b>				
	#	%	#	%
Persons with disabilities	189	31.1%	703	31.8%
Persons without disabilities	382	62.8%	1,401	63.3%
Disability unreported	8	1.3%	16	0.7%
<b>Gender identity<sup>11</sup></b>				
	#	% <sup>12</sup>	#	%
Male	231	38.0%	831	37.5%
Female	346	56.9%	1,283	57.9%
A gender that is not singularly 'Male' or 'Female'	--	--	3	0.1%
Transgender	1	0.2%	2	0.1%
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	1	0.2%	2	0.1%

<sup>10</sup> Disability status values will not sum to 100% of total Population B people served due to limited data availability.

<sup>11</sup> Gender data for Q3 reported at head of household level for some services due to reporting discrepancies.

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### Section 2.D Other Data: Non-Housing Numeric Goals

This section shows progress to quantitative goals set in county annual work plans. Housing placement and prevention progress are already included in the above tables. This section includes goals such as shelter beds and outreach contacts and other quantitative goals that should be reported on a quarterly basis. This data in this section may differ county to county, and will differ year to year, as it aligns with goals set in county annual work plans.

*Instructions: Please complete the tables below, as applicable to your annual work plans:*

All counties please complete the table below:

Goal Type	Your FY 23-24 Goal	Progress this Quarter	Progress YTD
Total Supported Emergency/ Transitional Shelter Units	155 units	6 units	161 units

### Section 3. Financial reporting

*Please complete the quarterly financial report and include the completed financial report to this quarterly report, as an attachment.*

Metro Supportive Housing Services

Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)

Clackamas County

FY 23-24, Q3

Financial Report (by Program Category)

COMPLETE THE SECTION BELOW EVERY QUARTER. UPDATE AS NEEDED FOR THE ANNUAL REPORT.

	Annual Budget	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Total YTD Actuals	Variance Under / (Over)	% of Budget	Comments
<b>Metro SHS Resources</b>									
Beginning Fund Balance	58,623,269	92,701,878				92,701,878	(34,078,609)	158%	Counties will provide details and context on any unbudgeted amounts in Beginning Fund Balance in the narrative of their report, including the current plan and timeline for budgeting and spending it.
Metro SHS Program Funds	45,275,392	3,685,104	15,453,043	12,288,233		31,426,380	13,849,012	69%	
Interest Earnings	100,000					-	100,000	0%	
<i>insert add'l lines as necessary</i>						-	-	N/A	
<b>Total Metro SHS Resources</b>	<b>103,998,661</b>	<b>96,386,982</b>	<b>15,453,043</b>	<b>12,288,233</b>	<b>-</b>	<b>124,128,258</b>	<b>(20,129,597)</b>	<b>119%</b>	
<b>Metro SHS Requirements</b>									
<b>Program Costs</b>									
<b>Activity Costs</b>									
<b>Shelter, Outreach and Safety on/off the Street</b> (emergency shelter, outreach services and supplies, hygiene programs)	11,494,940	655,282	2,474,112	1,798,159		4,927,553	6,567,387	43%	Mobile and site-based outreach services, some of which are culturally specific. Non-congregate site-based and scattered site shelters. Includes some specialized shelters serving families, DV survivors, and Latinx populations.
<b>Short-term Housing Assistance</b> (rent assistance and services, e.g. rapid rehousing, short-term rent assistance, housing retention)	9,192,365	1,405,429	1,344,681	2,016,399		4,766,509	4,425,856	52%	Short-term rent assistance administered by service providers and the county, resident services for affordable housing developments, eviction prevention for Housing Authority owned/managed properties, and rapid rehousing for both adults and youth.
<b>Permanent supportive housing services</b> (wrap-around services for PSH)	11,191,087	312,882	1,950,400	1,803,253		4,066,535	7,124,551	36%	Housing navigation/placement and supportive housing case management services for moving households into PSH and ensuring they remain stably housed. Includes several culturally specific providers.
<b>Long-term Rent Assistance</b> (RLRA, the rent assistance portion of PSH)	11,773,632	2,419,149	2,926,073	3,275,817		8,621,039	3,152,592	73%	All non-administrative costs for the RLRA program which include rental and utility payment assistance, personnel, and other miscellaneous program operation expenses.
<b>Systems Infrastructure</b> (service provider capacity building and organizational health, system development, etc)	2,748,154	747,734	1,020,459	859,589		2,627,781	120,373	96%	Capacity building for service providers with an emphasis on grassroots and culturally specific organizations, technical assistance for service providers, HMIS and coordinated housing access personnel and infrastructure support.
<b>Built Infrastructure</b> (property purchases, capital improvement projects, etc)	12,250,000	6,900	4,359,563	875,528		5,241,990	7,008,010	43%	Investments into the construction and improvement of new shelter and a site to support the coordination and delivery of all housing services.
<b>Other supportive services</b> (employment, benefits)	611,797	39,952	24,907	25,179		90,038	521,759	15%	Social security benefits recovery and case managers assisting housing insecure households who require significant behavioral health support.
<b>SHS Program Operations</b>	1,164,395	159,563	211,206	225,663		596,432	567,963	51%	Personnel who directly support contracted service providers via training and technical assistance and miscellaneous operating costs that support service delivery.
<b>Carryover Balance</b>	20,126,982					-	20,126,982	0%	Includes \$20,126,982 beginning fund balance (carryover) planned to support limited-term investments in the carryover plan for years beyond FY 2023-24.
<b>Subtotal Activity Costs</b>	<b>80,553,351</b>	<b>5,746,892</b>	<b>14,311,400</b>	<b>10,879,586</b>	<b>-</b>	<b>30,937,878</b>	<b>49,615,473</b>	<b>38%</b>	
<b>Administrative Costs <sup>(1)</sup></b>									
County Admin: Long-term Rent Assistance	1,308,181	102,053	116,445	146,088		364,586	943,595	28%	Service Provider Administrative Costs are reported as part of Program Costs above. Counties will provide details and context for Service Provider Administrative Costs within the narrative of their Annual Program Report. Administrative Costs for long-term rent assistance equals 4% of Partner's YTD expenses on long-term rent assistance.
County Admin: Other	4,222,379	307,524	488,518	427,215		1,223,257	2,999,122	29%	
<b>Subtotal Administrative Costs</b>	<b>5,530,560</b>	<b>409,577</b>	<b>604,963</b>	<b>573,303</b>	<b>-</b>	<b>1,587,843</b>	<b>3,942,717</b>	<b>29%</b>	

**Other Costs**

Regional Strategy Implementation Fund <sup>[2]</sup>	6,595,902	-	24,401	6,189		30,590	6,565,312	0%
<i>insert add'l lines as necessary</i>						-	-	N/A
<b>Subtotal Other Costs</b>	<b>6,595,902</b>	<b>-</b>	<b>24,401</b>	<b>6,189</b>	<b>-</b>	<b>30,590</b>	<b>6,565,312</b>	<b>0%</b>
<b>Subtotal Program Costs</b>	<b>92,679,813</b>	<b>6,156,469</b>	<b>14,940,764</b>	<b>11,459,078</b>	<b>-</b>	<b>32,556,311</b>	<b>60,123,502</b>	<b>35%</b>
Contingency <sup>[3]</sup>	2,263,770					-	2,263,770	0%
Stabilization Reserve <sup>[4]</sup>	9,055,078					-	9,055,078	0%
Regional Strategy Impl Fund Reserve <sup>[2]</sup>	-					-	-	N/A
RLRA Reserves	-					-	-	N/A
Other Programmatic Reserves	-					-	-	N/A
<i>insert add'l lines as necessary</i>						-	-	N/A
<b>Subtotal Contingency and Reserves</b>	<b>11,318,848</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,318,848</b>	<b>0%</b>
<b>Total Metro SHS Requirements</b>	<b>103,998,661</b>	<b>6,156,469</b>	<b>14,940,764</b>	<b>11,459,078</b>	<b>-</b>	<b>32,556,311</b>	<b>71,442,350</b>	<b>31%</b>
<b>Ending Fund Balance</b>	<b>(0)</b>	<b>90,230,513</b>	<b>512,279</b>	<b>829,156</b>	<b>-</b>	<b>91,571,948</b>	<b>(91,571,948)</b>	

<sup>[1]</sup> Per IGA Section 3.4.2 ADMINISTRATIVE COSTS, Metro recommends, but does not require, that in a given Fiscal Year Administrative Costs for SHS should not exceed 5% of annual Program Funds allocated to Partner; and that Administrative Costs for administering long-term rent assistance programs should not exceed 10% of annual Program Funds allocated by Partner for long-term rent assistance.

<sup>[2]</sup> Per IGA Section 8.3.3 REGIONAL STRATEGY IMPLEMENTATION FUND, each County must contribute not less than 5% of its share of Program Funds each Fiscal Year to a Regional Strategy Implementation Fund to achieve regional investment strategies.

<sup>[3]</sup> Per IGA Section 5.5.4 CONTINGENCY, partner may establish a contingency account in addition to a Stabilization Reserve. The contingency account will not exceed 5% of Budgeted Program Funds in a given Fiscal Year.

<sup>[4]</sup> Per IGA Section 5.5.3 PARTNER STABILIZATION RESERVE, partner will establish and hold a Stabilization Reserve to protect against financial instability within the SHS program with a target minimum reserve level will be equal to 10% of Partner's Budgeted Program Funds in a given Fiscal Year. The Stabilization Reserve for each County will be fully funded within the first three years.



**Metro Supportive Housing Services**

Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)

Clackamas County

FY 23-24, Q3

**Spend-Down Report for Program Costs**

This section compares the spending plan of Program Costs in the Annual Program Budget to actual Program Costs in the Financial Report.

Program Costs (excluding Built Infrastructure)	% of Spending per Quarter			Comments
	Budget	Actual	Variance	
Quarter 1	10%	8%	2%	Clackamas County uses a soft-period close. Quarter 3 actuals will be updated in the Quarter 4 report.
Quarter 2	13%	13%	-1%	
Quarter 3	18%	13%	4%	
Quarter 4	25%	0%	25%	
Total	65%	34%	31%	

*Explain any material deviations from the Spend-Down Plan, or any changes that were made to the initial Spend-Down Plan. <sup>[1]</sup>*

Built Infrastructure	\$ Spending YTD			Comments
	Budget	Actual	Variance	
Annual total	12,250,000	5,241,990	7,008,010	Clackamas County has begun work on the new Clackamas Village transitional shelter site and distributed funds to support the construction phase of the recently approved service-enriched resource center in Downtown Oregon City.

*Provide a status update for below. (required each quarter)*

<sup>[1]</sup> A "material deviation" arises when the Program Funds spent in a given Fiscal Year cannot be reconciled against the spend-down plan to the degree that no reasonable person would conclude that Partner's spending was guided by or in conformance with the applicable spend-down plan.

**Spend-Down Report for Carryover**

This section compares the spending plan of investment areas funded by carryover to actual costs.

These costs are also part of the Spend-Down Report for Program Costs above. This section provides additional detail and a progress update on these investment areas.

Carryover Spend-down Plan	\$ Spending by investment area			Comments
	Budget	Actual <sup>[2]</sup>	Variance	
Beginning Fund Balance (carryover balance)	58,623,269	92,701,878	(34,078,609)	<p><i>Provide a status update for each line below. (required each quarter)</i></p> <p>The carryover balance is funding approximately 66% of the county's regional strategies investments.</p> <p>YTD expenditures have primarily funded investments into service provider capacity building, internal communications support, homeless services advisory body support and expanded outreach contracts. These expanded outreach contracts received an average temporary increase of 26% funded by the carryover balance.</p> <p>YTD expenditures funded a new eviction prevention pilot program done in collaboration with county Resolution Services staff to provide mediation services between landlords and tenants and a community paramedic pilot in collaboration with the county's Public Health Division.</p> <p>YTD expenditures funded a short-term rental assistance program managed by the county's Social Services Division.</p> <p>YTD expenditures funded preliminary work at the future site of the Clackamas Village transitional shelter and the construction phase of the recently approved service-enriched resource center in Downtown Oregon City.</p>
<b>Describe investment area</b>				
Contingency	2,263,770	-	2,263,770	
Stabilization Reserves	9,055,078		9,055,078	
Regional Strategies Implementation Fund	4,332,132	20,189	4,311,943	
Expanding Capacity	4,070,857	2,534,239	1,536,618	
Upstream Investments	1,225,000	262,437	962,563	
Short-term Rent Assistance	5,000,000	3,681,025	1,318,975	
Capital Needs	6,750,000	5,241,990	1,508,010	
	32,696,837	11,739,881	20,956,956	
Remaining prior year carryover	25,926,432	80,961,997	(55,035,565)	

Estimated current year carryover	33,453,747	24,535,720	8,918,027
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Ending Fund Balance (carryover balance)	59,380,179	105,497,717	(46,117,538)
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<sup>[2]</sup> If the actual costs for any carryover investment areas are not tracked separately from existing program categories, use the Comments section to describe the methodology for determining the proportion of actual costs covered by carryover. For example: if service providers received a 25% increase in annual contracts for capacity building, and the costs are not tracked separately, the capacity building portion could be estimated as 20% of total actual costs (the % of the new contract amount that is related to the increase).