

# SUPPORTIVE HOUSING SERVICES QUARTERLY REPORT

**SUBMITTED BY (COUNTY):** CLACKAMAS

**FISCAL YEAR:** FY 24-25

**QUARTER:** Q1

## *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

As Clackamas County commences its fourth year of SHS programming, our focus shifts from developing a continuum of housing and homeless services to optimization of the system and strengthening partnerships with service providers. Sustained programming is reflected in SHS spending, as Regional Long-term Rent Assistance, Rapid Rehousing, Eviction & Homelessness Prevention, and Safety On/Off the Street accounted for \$7.6M of \$9.2M total expenses.

Navigating emergent SHS funding uncertainties, the county is seeking to position its programs and partnerships for flexibility, while still delivering high quality, equitable services. Q1 activities reflect our commitment to ensuring a robust and responsive countywide system of care.

## Geographic Equity

### Long Term Rental Assistance

In the SHS Local Implementation Plan, Clackamas County committed to promoting geographic equity, leveraging funding to ensure rural areas outside of the Metro jurisdictional boundary are served. This quarter the county launched the new Long Term Rental Assistance (LTRA) program through state funding, serving as a rural area counterpart to the SHS-funded Regional Long-term Rent Assistance (RLRA) program, and advancing its SHS Work Plan goal to promote geographic equity.

Through HB5019 Clackamas County received state funds for street outreach, eviction prevention, and rapid rehousing. Recognizing that many of the 260 households placed as part of the rapid rehousing program would need support beyond 12 months, the state legislature allocated additional funding for the new LTRA program. The county received \$5M to provide long-term rent assistance and supportive services to create permanent supportive housing for 112 households, with households served by the HB5019 rapid rehousing program that need support beyond 12 months given preference for the new LTRA program.

As with the rapid rehousing programming, rural area households are prioritized for the LTRA program, providing much needed program capacity to meet the needs of the county's rural communities. LTRA is administered by the Housing Authority of Clackamas County and is operated as a state-funded voucher program. The first housing assistance payments for LTRA-supported households were made in September.

### Rural Outreach and Engagement

The county substantially increased its outreach programming in rural communities, executing a contract in Q1 for \$1.6M with capacity to serve up to 1400 homeless households. The Father's Heart Street Ministry, through its LoveOne program and in collaboration with AntFarm, will expand their services in Sandy, Welches, Estacada, Molalla, and surrounding areas. The contract supports rural programming with seven outreach specialists, two event coordinators, a housing navigation specialist, and a program manager, as well as funding for trash cleanups, laundry event supplies, and flex funds.

Outreach services are built upon a trauma-informed approach, establishing trust and building relationships with people experiencing homelessness through the provision of resources such as food, survival gear, and toiletries; assistance in identification and removal of barriers to permanent housing placement; completion of Coordinated Housing Access assessment as soon as possible upon engagement; and connection to mainstream benefits and services.

### Countywide Heatwave Emergency Response

In early July, a forecasted heatwave with little to no overnight cooling relief prompted the activation of the county's Emergency Operations Center. Conditions presented significant health risks to the community, and our homeless services system took a proactive role in meeting community needs.

Key staff and leadership coordinated 24/7 in-person support for cooling centers, overnight congregate shelter, and non-congregate options with social services support. Strategic outreach covered areas such as Clackamas Road, the Springwater Corridor, Oregon City, Milwaukie, Sandy, Estacada, Molalla,

Wilsonville, Gladstone, Happy Valley, and along Interstate 205, with teams traveling the county to provide essential survival supplies and connection to emergency shelter. Community partners LEAD, LoveOne, Up and Over, 4D Recovery, Clackamas Service Center, and Clackamas County's Veterans Services distributed water, hydration mixes, cooling packs, and towels.

Coordination with local cities, law enforcement, and the media ensured public awareness of cooling centers across the county, both in rural and urban communities. Supplies were replenished as needed, and information was disseminated in multiple languages. The Housing Services Team briefed SHS providers on heat wave resources and encouraged outreach, shelter, navigation, and case management teams to check in on participants, especially any individuals whose health, age, or disability may elevate heat exposure risk.



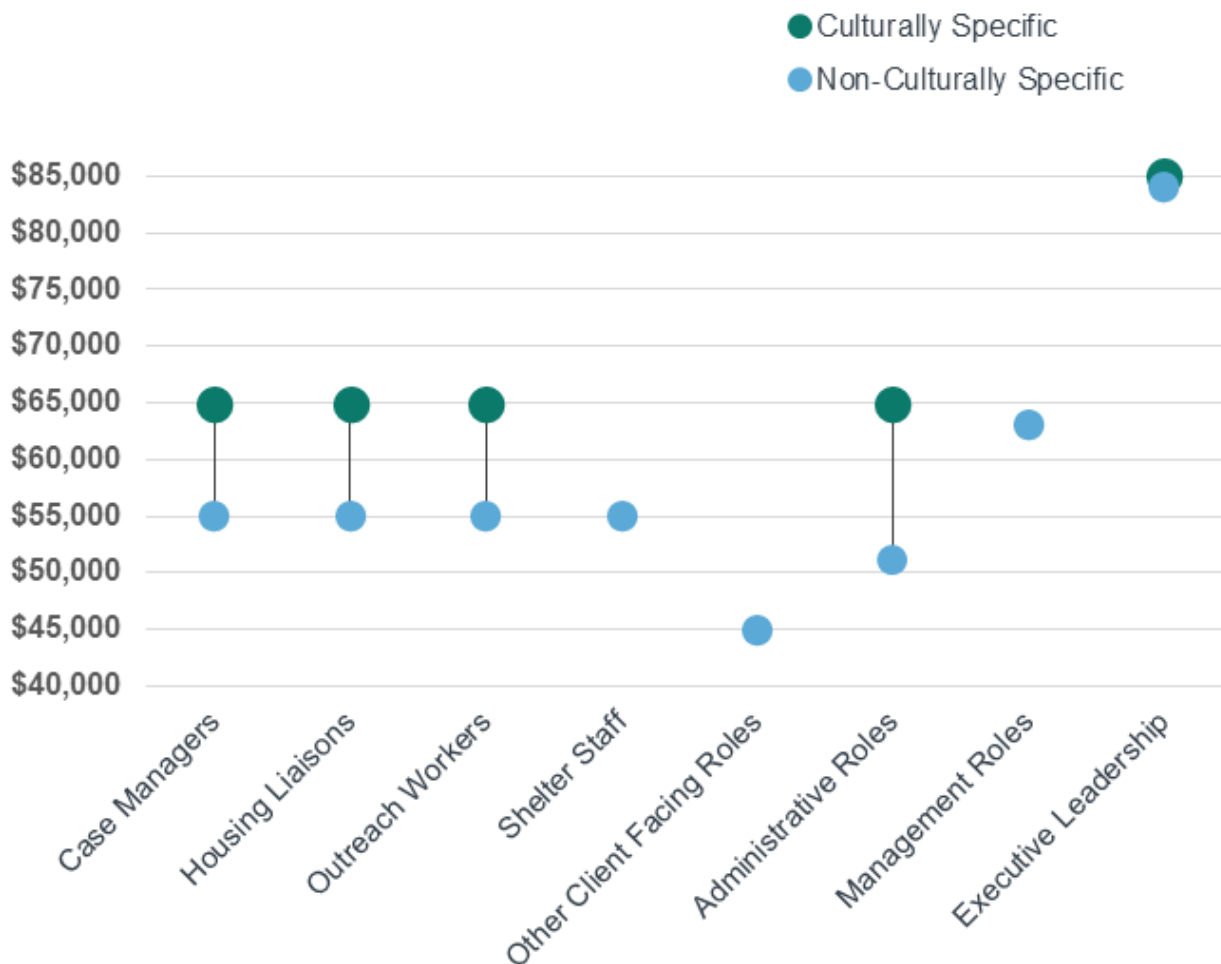
## Advancing Racial Equity

### Pay Equity Analysis

In Q1 Clackamas County conducted a staff demographics and pay equity survey for the past fiscal year's SHS-funded service providers, fulfilling its commitment to do so outlined in the FY 24-25 Annual Work Plan. The survey and analysis advance the county's Local Implementation Plan commitments to build community-based organization capacity and decrease racial disparities, including growing culturally and linguistic program capacity as demonstrated through increased investment in culturally responsive and specific organizations and programs.

Contracted organizations were requested to participate in an online survey to provide information on their staff demographics. Salary data was analyzed by position type between culturally specific and non-culturally specific organizations contracted with Clackamas County. For administrative positions, case managers/workers, housing liaisons, and outreach workers, average salaries were reportedly higher at culturally specific organizations compared to non-culturally specific providers. However, executive leadership salaries were comparable between provider types. Data was not received from culturally specific organizations to compare salary ranges for shelter staff, other client facing roles, or management roles.

## Average Pay by Role | Culturally Specific and Non-Culturally Specific SHS Funded Programs



It is critical that individuals employed by our contracted service providers are compensated at a competitive and appropriate level, especially given the nature and challenges of the work. Living wages are a component of all contract negotiations, and we have repeatedly encouraged providers to increase proposed wages before finalizing contracts. The findings from this report will be used in contract negotiations to encourage our service partners to ensure compensation is offered to employees at competitive rates.

The report also analyzed various demographic factors of SHS provider staff, including race and ethnicity, gender identity, sexual orientation, veteran status, age group/generation, disability status, lived experience with homelessness, and languages spoken. The full pay equity analysis can be reviewed in Clackamas County's [FY 23-24 Annual Report](#), Attachment E.

## Coordinated Entry Regional Plan

In Q1 Clackamas County engaged in a review of the Coordinated Entry Regional Plan, alongside other Tri-County Equity Leaders. The review utilized Multnomah County's Racial Equity Leadership Team tool, which provided a framework for assessing the plan's impact on disproportionately impacted communities. Clackamas County made key recommendations to embed equity throughout Coordinated Entry, focusing on strategies to increase housing access and support services for Black, Indigenous, and people of color, who are disproportionately impacted by homelessness.

Recommendations made by Clackamas County staff included aligning assessment questions across the region, using equitable language and trauma-informed practices; a uniform case conferencing approach with a standardized equity lens and cross-jurisdictional learning; and a streamlined approach to support move-in readiness with access to household supplies, ensuring equitable distribution and the availability of culturally relevant supplies.

## Alignment with Public and Behavioral Health Systems

### Case Conferencing

Meeting one of its capacity building/system infrastructure goals, the county piloted health care case conferencing to improve access to housing for specific populations with complex health needs, seniors 65 and older, individuals with behavioral health needs, and individuals with intellectual and developmental disabilities. Both Coordinated Care Organizations, Health Share and Trillium, and all plan partners, Oregon Health & Science University, Legacy, Kaiser, Providence, and Care Oregon, as well as our behavioral health partners have all joined the case conferencing table. We are currently in conversation with the Department of Veterans Affairs to include them as well. To date we have provided case conferencing for more than 50 participants, and we are expanding our scope to include households newly housed and utilizing an RLRA voucher in the near future. Connect Oregon has proven a successful case conferencing platform to communicate referrals, case notes, and other information in a HIPAA-compliant manner.

To enhance housing access for these populations, the county also issued notice of intent to award contracts with two organizations providing housing navigation and case management services. Referrals for population-specific housing navigation and case management will come through CHA, utilizing the Priority Pool first to ensure fidelity to the outflow processes and keeping referrals based on vulnerability. Clackamas County Intellectual and Developmental Disability, Aging, and Behavioral Health, including Intensive Care Coordination and Mobile Crises, will identify and refer homeless individuals meeting these criteria to CHA.

### Clackamas Village

Clackamas Village, a new transitional shelter community, will serve 24 single homeless adults with newly developed on-site amenities that will include 24 single-occupancy units, six individual restroom/shower facilities, a large communal kitchen, open and secure outdoor space, and 24/7 on-site staff. In Q1 the

county conducted a procurement for the on-site services at Clackamas Village and awarded Sunstone Way, who will provide consulting, planning, operational, and case management services.

During construction, Sunstone Way is providing trauma-informed human services consultation on site design elements, as well as input on acquiring and staging furniture, fixtures, and equipment for the village shelter and common use facilities, and site readiness support in advance of the initiation of program services.

Once Clackamas Village opens, Sunstone Way's operational and case management services will include 12 full-time staff. Among them, four overnight shelter staff will provide on-site security and support; four case managers will provide residents with access to individualized care plans and skill plans; a behavioral health specialist and a peer support specialist will engage residents with specialized support; and a navigation specialist will assist in permanent housing search and placement.

### Stabilization Center

Clackamas Village is one part of the county's recovery-oriented system of care, and we are working to build additional behavioral health support and recovery infrastructure. In Q1, the County Board of Commissioners approved preliminary program design and site management for the Clackamas County Stabilization Center in Milwaukie, which will serve adults experiencing a behavioral health crisis with short-term support, coping skills, and connections to resources, including housing. Law enforcement, health providers, and mobile crisis responders will refer individuals to the stabilization center.

Service providers for the stabilization center will be selected soon, and building renovation will commence by the end of this calendar year. The facility is on schedule to open by the winter of 2025.

## New Programs

### Coordinated Housing Access Resource Navigation

Coordinated Housing Access (CHA) Resource Navigation has demonstrated notable success in its first full quarter, diverting 32 individuals from the Priority Pool through effective resource guidance and support. Participants are primarily individuals who are imminently or relatively recently homeless and who do not meet criteria for chronicity. As an upstream investment, Resource Navigation is assisting participants currently in housing crisis, diverting them from chronic homelessness, and freeing housing resources for other community members in need.

"Mike" (name changed for privacy) highlights the impact of CHA Resource Navigation. Mike had been living in his car for nine days when he connected with the CHA Hotline in early August, sharing he had been suffering with substance abuse and mental health disorders, as well as experiencing familial and interpersonal relationship problems. He was having a difficult time meeting his basic needs and reported feeling hopeless.

A CHA resource navigation specialist promptly scheduled an in-person meeting with Mike, during which Mike's immediate needs for food, hygiene, and mental health support were identified and addressed.

Together, Mike and the resource navigation specialist developed a plan to connect him to treatment services, and within 15 days of first contacting CHA, Mike entered a treatment program. In late August, CHA staff received news that Mike was doing well in the program, engaging in treatment activities and creating new healthy relationships. As of this writing, Mike is still housed with the treatment facility and on track to graduate in a month, with plans to go back to college.

### Vuela Groundbreaking

This quarter Clackamas County celebrated the groundbreaking of Vuela, a 5-story, 121-apartment affordable housing complex in Wilsonville. The completion of Vuela will create 20 new permanent supportive housing units within a mixed-use building also offering affordable units (30% to 80% of Area Median Income), a coffee shop, community space, transit information center, food bank, and social services operated by Wilsonville Community Sharing. Latino Network and Clackamas Women's Services will provide onsite services to residents.

Palindrome Properties Group is developing the project on a vacant, city-owned lot located next to the Wilsonville Transit Station. Funding comes from a mix of private and public funds, including \$8M in funding from the Metro Affordable Housing Bond. The land was provided by the city of Wilsonville.



## 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.

## 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>	140			
<b>Total households</b>	75			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	2	1.4%		
Black, African American or African	29	20.7%		
Hispanic or Latin(a)(o)(x)	37	26.4%		
American Indian, Alaska Native or Indigenous	13	9.3%		
Native Hawaiian or Pacific Islander	2	1.4%		
White	108	77.1%		
Non-Hispanic White (subset of White category)	75	53.6%		
Client Doesn't Know	--	--	--	--
Client Refused	1	0.7%	--	--
Data Not Collected	4	2.9%		
<b>Disability status<sup>1</sup></b>				
	#	%	#	%
Persons with disabilities	51	36.4%		
Persons without disabilities	29	20.7%		
Disability unreported	6	4.3%		
<b>Gender identity<sup>2</sup></b>				
	#	%	#	%

<sup>1</sup> Disability information for Q1 is not provided for every person served due to limited data availability.

<sup>2</sup> Gender information for Q1 is not provided for every person served due to limited data availability.



Male	31	22.1%		
Female	50	35.7%		
A gender that is not singularly 'Male' or 'Female'	--	--	--	--
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	--	--	--	--
Client refused	1	0.7%	--	--
Data not collected	4	2.9%		

*\*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>	133			
<b>Total households</b>	59			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	--	--		
Black, African American or African	28	21.1%		
Hispanic or Latin(a)(o)(x)	44	33.1%		
American Indian, Alaska Native or Indigenous	6	4.5%		
Native Hawaiian or Pacific Islander	1	0.8%		
White	89	66.9%		
Non-Hispanic White (subset of White category)	46	34.6%		
Client Doesn't Know	--	--	--	--
Client Refused	--	--		
Data Not Collected	5	3.8%		
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	52	39.1%		
Persons without disabilities	64	48.1%		
Disability unreported	17	12.8%		
<b>Gender identity</b>				
	#	%	#	%
Male	41	30.8%		
Female	89	66.9%		
A gender that is not singularly 'Male' or 'Female'	--	--		
Transgender	--	--	--	--
Questioning	--	--		

Client doesn't know	--	--	--	--
Client refused	--	--	--	--
Data not collected	3	2.2%		

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

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

*If your county does not have Other Permanent Housing, please write N/A:*

N/A

***Eviction and Homelessness Prevention***

# of preventions	This Quarter		Year to Date	
	#	%	#	%
<b>Total people</b>	1,028			
<b>Total households</b>	472			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	17	1.7%		
Black, African American or African	119	11.6%		
Hispanic or Latin(a)(o)(x)	249	24.2%		
American Indian, Alaska Native or Indigenous	50	4.9%		
Native Hawaiian or Pacific Islander	35	3.4%		
White	766	74.5%		
Non-Hispanic White (subset of White category)	398	38.7%		
Client Doesn't Know	2	0.2%		
Client Refused	15	1.5%		
Data Not Collected	10	1.0%		
<b>Disability status</b>				
	#	%	#	%
Persons with disabilities	279	27.1%		
Persons without disabilities	680	66.1%		
Disability unreported	69	6.7%		
<b>Gender identity</b>				
	#	%	#	%
Male	414	40.3%		
Female	599	58.3%		
A gender that is not singularly 'Male' or 'Female'	3	0.3%		

Transgender	--	--		
Questioning	--	--	--	--
Client doesn't know	1	0.1%	--	--
Client refused	3	0.3%		
Data not collected	8	0.8%		

## 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 in housing using an RLRA voucher** 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	107			
Number of people newly leased up during reporting period	113			
Number of households newly leased up during reporting period	59			
Number of people in housing using an RLRA voucher during reporting period	1,468			
Number of households in housing using an RLRA voucher during reporting period	802			
<b>Race &amp; Ethnicity<sup>3</sup></b>				
Asian or Asian American	26	1.2%		
Black, African American or African	264	13.2%		
Hispanic or Latin(a)(o)(x)	293	14.5%		
American Indian, Alaska Native or Indigenous	87	5.5%		
Native Hawaiian or Pacific Islander	40	2.1%		
White	1,135	82.0%		

<sup>3</sup> Race and ethnicity data provided at head of household level.

Non-Hispanic White (subset of White category)	791	65.7%		
Client Doesn't Know	--	--	--	--
Client Refused	--	--		
Data Not Collected	--	--		
<b>Disability status<sup>4</sup></b>				
	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
Persons with disabilities	627	78.2%		
Persons without disabilities	175	21.8%		
Disability unreported	--	--	--	--
<b>Gender identity<sup>5</sup></b>				
	<b>#</b>	<b>%</b>	<b>#</b>	<b>%</b>
Male	315	39.3%		
Female	483	60.2%		
A gender that is not singularly 'Male' or 'Female'	2	0.2%		
Transgender	--	--	--	--
Questioning	--	--	--	--
Client doesn't know	1	0.1%		
Client refused	2	0.2%		
Data not collected	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.)

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided above on the RLRA program.*

**N/A**

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<sup>4</sup> Disability status available for the heads of households.

<sup>5</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	189			
Population A: Total <b>households</b> placed into permanent housing/preventions	105			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	2	1.1%		
Black, African American or African	37	19.6%		
Hispanic or Latin(a)(o)(x)	52	27.5%		
American Indian, Alaska Native or Indigenous	13	6.9%		
Native Hawaiian or Pacific Islander	3	1.6%		
White	135	71.4%		
(Subset of White): Non-Hispanic White	86	45.5%		
Client Doesn't Know	--	--	--	--
Client Refused	1	0.5%		
Data Not Collected	6	3.2%		
<b>Disability status<sup>6</sup></b>				
	#	%	#	%
Persons with disabilities	79	41.8%		
Persons without disabilities	63	33.3%		
Disability unreported	16	8.5%		
<b>Gender identity<sup>7</sup></b>				
	#	% <sup>8</sup>	#	%
Male	53	28.0%		
Female	98	51.9%		
A gender that is not singularly 'Male' or 'Female'	--	--		
Transgender	--	--	--	--

<sup>6</sup> Disability status values will not sum to 100% of total Population A people served due to limited data availability.

<sup>7</sup> Gender data for Q1 reported at head of household level for some services due to reporting discrepancies.

Questioning	--	--		
Client doesn't know	--	--	--	--
Client refused	1	0.5%	--	--
Data not collected	6	3.2%		

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	1,112			
Population B: Total <b>households</b> placed into permanent housing/preventions	501			
<b>Race &amp; Ethnicity</b>				
Asian or Asian American	17	1.5%		
Black, African American or African	139	12.5%		
Hispanic or Latin(a)(o)(x)	278	25.0%		
American Indian, Alaska Native or Indigenous	56	5.0%		
Native Hawaiian or Pacific Islander	35	3.1%		
White	828	74.5%		
(Subset of White): Non-Hispanic White	433	38.9%		
Client Doesn't Know	2	0.2%		
Client Refused	15	1.3%		
Data Not Collected	13	1.2%		
<b>Disability status<sup>9</sup></b>				
	#	%	#	%
Persons with disabilities	303	27.2%		
Persons without disabilities	710	63.8%		
Disability unreported	76	6.8%		
<b>Gender identity<sup>10</sup></b>				
	#	% <sup>11</sup>	#	%
Male	433	38.9%		

<sup>9</sup> Disability status values will not sum to 100% of total Population B people served due to limited data availability.

<sup>10</sup> Gender data for Q1 reported at head of household level for some services due to reporting discrepancies.

Female	640	57.6%		
A gender that is not singularly 'Male' or 'Female'	3	0.3%		
Transgender	--	--		
Questioning	--	--		
Client doesn't know	1	0.1%		
Client refused	3	0.3%		
Data not collected	9	0.8%		

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided above on Population A/B.*

**N/A**

### **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.

<b>Goal Type</b>	<b>Your FY 24-25 Goal</b>	<b>Progress this Quarter</b>	<b>Progress YTD</b>
<b>Outreach Engagements (Households)</b>	<b>750</b>	<b>138</b>	<b>138</b>
<b>Total Supported Emergency/Transitional Shelter Units</b>	<b>230</b>	<b>0</b>	<b>214</b>

*Context narrative (optional): In no more than 500 words, please share any additional context about the data you provided in the above tables.*

**N/A**

### **Section 3. Financial reporting**

Yellow Cell = County to fill in  
Blue Cell = Formula calculation

**Due Date:** The Quarterly Progress Report is due to Metro within 45 days after the end of each quarter (IGA 7.1.2).  
The Annual Program Report is due no later than October 31 of each year (IGA 7.1.1).

Metro Supportive Housing Services  
Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)  
Clackamas County  
2024-2025

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	97,726,638	107,556,145				107,556,145	(9,833,507)	110%	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	73,650,336	2,040,207				2,040,207	71,610,129	3%	
Interest Earnings <sup>(1)</sup>	1,000,000						1,000,000	0%	
Insert add'l lines as necessary								N/A	
<b>Subtotal Program Revenue</b>	<b>74,650,336</b>	<b>2,040,207</b>				<b>2,040,207</b>	<b>72,610,129</b>	<b>3%</b>	
<b>Total Metro SHS Resources</b>	<b>172,376,972</b>	<b>109,596,352</b>				<b>109,596,352</b>	<b>62,778,620</b>	<b>64%</b>	
<b>Metro SHS Requirements</b>									
<b>Program Costs</b>									
<b>Individual Support Costs</b>									
<b>Permanent Supportive Housing (PSH)</b>									
<i>Support to individuals who have extremely low incomes and one or more disabling conditions, who are experiencing long-term or frequent episodes of literal homelessness or imminent risk of experiencing homelessness</i>									
Support Services	18,863,618	764,827				764,827	18,098,791	4%	
Long-term Rent Assistance (RLRA)	23,544,215	2,793,858				2,793,858	20,750,356	12%	
Long-term Rent Assistance Admin	2,332,421	159,094				159,094	2,173,327	7%	Administrative Costs for long-term rent assistance equals 5% of Partner's YTD expenses on long-term rent assistance.
<b>Subtotal PSH</b>	<b>44,740,254</b>	<b>3,717,779</b>				<b>3,717,779</b>	<b>41,022,475</b>	<b>8%</b>	
<b>Rapid Re-housing (RRH)</b>									
<i>Support to individuals experiencing a loss of housing</i>									
Rapid Re-housing (RRH)	2,267,050	262,322				262,322	2,004,728	12%	
<b>Subtotal RRH</b>	<b>2,267,050</b>	<b>262,322</b>				<b>262,322</b>	<b>2,004,728</b>	<b>12%</b>	
<b>Other Housing and Services Programs (not otherwise listed)</b>									
<i>Support to individuals who are experiencing homelessness or have substantial risk of homelessness</i>									
Housing Only								N/A	
Housing with Services								N/A	
<b>Subtotal Other Housing and Services Programs</b>								N/A	
<b>Eviction &amp; Homelessness Prevention</b>									
<i>Support to individuals experiencing a potential loss of housing</i>									
Eviction & Homelessness Prevention	18,907,467	1,842,464				1,842,464	17,065,002	10%	
<b>Subtotal Eviction &amp; Homelessness Prevention</b>	<b>18,907,467</b>	<b>1,842,464</b>				<b>1,842,464</b>	<b>17,065,002</b>	<b>10%</b>	
<b>Safety On/Off the Street</b>									
<i>Support to individuals unsheltered or in temporary housing</i>									
Shelter	13,990,936	773,212				773,212	13,217,724	5%	
Outreach	4,549,856	1,007,817				1,007,817	3,542,039	23%	
<b>Subtotal Safety On/Off the Street</b>	<b>17,682,470</b>	<b>1,781,029</b>				<b>1,781,029</b>	<b>15,901,441</b>	<b>10%</b>	
<b>System Support Costs</b>									
<b>Systems Infrastructure</b>									
Built Infrastructure	49,288,700	1,202,804				1,202,804	48,085,897	2%	
Other supportive services	4,075,156	43,813				43,813	4,031,344	4%	
<b>Subtotal System Support Costs</b>	<b>49,238,700</b>	<b>1,202,804</b>				<b>1,202,804</b>	<b>48,035,897</b>	<b>2%</b>	
<b>Regional Strategy Implementation</b>									
<i>Investments to support SHS program alignment, coordination and outcomes at a regional level</i>									
Coordinated Entry	482,844						482,844	0%	
Regional Landlord Recruitment	1,935,337	3,231				3,231	1,932,106	0%	
Healthcare System Alignment	767,533	17,504				17,504	750,029	2%	
Training	15,000						15,000	0%	
Technical Assistance	15,290,000						15,290,000	0%	
Employee Recruitment and Retention	155,604						155,604	0%	
<b>Subtotal Regional Strategy Implementation</b>	<b>9,806,913</b>	<b>20,735</b>				<b>20,735</b>	<b>9,786,178</b>	<b>0%</b>	
<b>County Administrative Costs</b>									
<b>County Administrative Costs</b>									
County Administrative Costs	8,502,054	417,795				417,795	8,084,259	5%	Service Provider Administrative Costs (including RLRA) are reported as part of Program Costs above. Counties will provide details and context for Service Provider Administrative Costs in their Annual Program Report.
<b>Subtotal County Administrative Costs</b>	<b>8,502,054</b>	<b>417,795</b>				<b>417,795</b>	<b>8,084,259</b>	<b>5%</b>	
<b>Subtotal Program Costs</b>	<b>151,144,908</b>	<b>9,244,928</b>				<b>9,244,928</b>	<b>141,899,980</b>	<b>6%</b>	
<b>Ending Fund Balance (incl. Contingency and Reserve)</b>									
Ending Fund Balance (incl. Contingency and Reserve)	21,230,063					21,230,063			
<b>Budgeted Contingency and Reserves</b>									
Contingency <sup>(2)</sup>	3,682,517					3,682,517			This section reflects budgeted contingency and reserve figures.
Regional Strategy Implementation Contingency	2,817,479					2,817,479			Contingency equals 5% of Partner's budgeted annual Program Funds.
Stabilization Reserve <sup>(3)</sup>	14,730,067					14,730,067			Stabilization Reserve equals 20% of Partner's budgeted annual Program Funds.
RLRA Reserves									
Other Programmatic Reserves									
Insert add'l lines as necessary									
<b>Subtotal Contingency and Reserves</b>	<b>21,230,063</b>					<b>21,230,063</b>			
<b>Program Category Descriptions</b>									
<b>Support Services</b> case management, behavioral health, mental health and addiction services, peer support, other connections to healthcare programs									
<b>Rapid Re-housing (RRH)</b> RRH services, short-term rent assistance, housing retention, case management									
<b>Housing Only</b> rent assistance									
<b>Housing with Services</b> support services and rent assistance									
<b>Eviction &amp; Homelessness Prevention</b> short-term rent assistance geared toward preventing evictions, diversion assistance, one-time stabilization assistance, other relevant services									
<b>Shelter</b> congregate shelter, alternative shelter, motel shelter, transitional housing, recuperative centers									
<b>Outreach</b> support and services other than overnight shelter, including case management, hygiene programs, survival gear, day centers, and navigation to other services									
<b>Systems Infrastructure</b> service provider capacity building and organizational health, system development/management, technical assistance, community engagement, advisory body support, etc									
<b>Built Infrastructure</b> property purchases, capital improvement projects, etc									
<b>Other supportive services</b> broad services which cannot be allocated under individual support costs above, including: Systems Access and Navigation, Coordinated Access, Housing Navigation, employment, benefits, ancillary homeless services that support overall programmatic objectives, etc									
<b>County Administrative Costs</b> Costs not specifically attributed to a particular SHS program or program delivery, including: senior management personnel, general facilities costs, general services such as HR, accounting, budget development, procurement, marketing, agency audit and agency insurance, etc.									

<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.

<sup>(5)</sup> Per IGA Section 6.1.4 "Program Funds" includes interest earnings. As such, calculations of the % of Program Funds spent on various budget lines will include interest earnings in the formula.



Metro Supportive Housing Services

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

Clackamas County

2024-2025

**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, Q1 spending will be updated in the Q2 report.
Quarter 2	15%	0%	-15%	
Quarter 3	22%	0%	-22%	
Quarter 4	30%	0%	-30%	
Total	77%	8%	-69%	

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	Forecast	
Annual total:	42,489,492	473,175	7,800,000	Construction continued on the new Clackamas Village transitional shelter project. This new village is currently scheduled to open at the end of FY 24-25.

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.

Note: It is possible for actual spending against the Spend-Down Plan to exceed 100% without exceeding budget authority due to the use of savings in categories excluded from the Spend-Down Report calculation.

**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)	97,724,635	107,556,145	(9,831,510)	Provide a status update for each Investment Area line below. (required each quarter)
<b>Describe Investment Area</b>				
Contingency	3,682,517		3,682,517	Reserved for emergency situations or unplanned program expenditures that could negatively impact service delivery.
Stabilization Reserves	14,730,067		14,730,067	Reserved to protect against financial instability and to insulate continuing program expenses from significant revenue fluctuations.
Regional Strategies Implementation Fund Contingency	2,817,479			Reserved for currently unplanned regional investment strategies.
Regional Strategies Implementation Fund	3,016,944		3,016,944	Funds to support limited-term regional investments.
Expanding Capacity	5,468,501	469,742	4,998,759	Q1 expenditures include funding for limited-duration positions to support the county's CHA, RLRA and HMIS teams; technical assistance for service providers; and CHA assessment process improvement work.
Upstream Investments	6,864,041	78,988	6,785,053	Q1 expenditures include funding for a money management pilot program; a benefits recovery pilot program; and an employment, training and education program.
Short-term Rent Assistance	6,791,066	1,671,864	5,119,202	Continued support for the county's short-term rental assistance program which prevents several hundred evictions every year.
Built Infrastructure	7,800,000	473,175	7,326,825	Construction continued on the new Clackamas Village transitional shelter project. This new village is currently scheduled to open at the end of FY 24-25.
	51,170,614	2,693,769	48,476,845	
Remaining prior year carryover	46,554,021	104,862,376	(58,308,355)	
Estimated current year carryover	8,388,164	8,388,164	0	
Ending Fund Balance (carryover balance)	54,942,185	113,250,540	(58,308,355)	

<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).