

## KITTITAS COUNTY HOMELESS AND AFFORDABLE HOUSING COMMITTEE

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### MEMORANDUM

**DATE:** MAY 20, 2014

**TO:** Kittitas County Board of Commissioners

**RE:** Spring 2014 Grant Applications and Recommendations

On April 1, 2014 an RFP was issued by Kittitas County for up to \$250,000 for the 2163 Homeless Funds. Deadline for applications was April 11, 2014. The intention of the Committee was to have two grant cycles in 2014, awarding \$250,000 in the Spring and \$50,000 in the Fall.

Four applications were received for the Spring grant period. These applications contained requests in the amount of \$504,042. The Committee met April 17 and 24<sup>th</sup> and May 6 to discuss the applications and make final recommendations. At these meetings we consulted with Entrust, Hopesource and the Community Land Trust leadership, interviewing with specific questions and details needed for each grant proposal. Judy Pless in the Auditor's office provided her best estimate on the fund balance and projections for revenue generation in 2014. The recommendations below reflect our best thinking for the use of the \$250,000 Homeless funds in 2014. Also included is a recommendation for the 2015 grant cycles, based on revenue projections and expenditures in 2014.

**1. Homeless Assistance Program (HAP)** -- This application represents a partnership between two county agencies that play an integral part in homeless prevention – Entrust Community Services and ADDS. The application also contained a proposal to assume leadership of the 24/7 Housing Hotline services as the Kittitas County Housing Authority, experiencing a change in leadership, has indicated a desire NOT to manage this program in the future. Total request for this coordinated grant is \$150,042.

a. Entrust's HAP project provides housing assistance and case management/advocacy for individuals and families in Kittitas County that experience barriers to housing and cannot qualify for other existing county programs frequently because of their history and background, i.e., families with older children that cannot qualify for other emergency housing, families and individuals (currently not housed) who have income and the

potential to become self-sufficient if given the opportunity to get into housing and have case management support. HAP is a six-month program from homelessness to self-sufficiency that has been in our county for several years. Entrust personnel have operated successfully with the fringe populations in our county and have experienced a growth in the number of individuals and families served each year. HAP utilizes the Arizona Self-Sufficiency matrix to monitor the progress of their clients from homelessness to self-sufficiency. Entrust brings \$11,537 in matching funds for this grant request.

b. Alcohol and Drug Dependency Services (ADDS) – requests a second year of rental support for clients in the ADDS Clean and Sober Housing project. Through its partnership with Entrust, ADDS clients receive rental assistance and case management services on their way to self-sufficiency. Most, but not all, of ADDS clients in the house are referred from the County Drug Court program.

c. 24/7 Homeless Housing Hotline – Because of the retirement of Perry Rowe, Director, in March 2014, the decision was made to have the Housing Authority abandon the management of the 24/7 Housing Hotline, effective at the end of the 2013 Spring grant period (May 30, 2014). Since the Hotline program was part of the Entrust Grant funding in 2013, Entrust stepped up to assume the management of this program beginning with the Spring 2014 grant period. The Committee initially agreed to vacate this program for a short period in order to evaluate its effectiveness and then issue a separate RFQ for the program, giving all agencies in the county the ability to apply for this funding and management of the program. For reasons explained below, the Committee abandoned this idea and is granting Entrust the funding for the emergency housing vouchers for this 2014 grant period. We will work with Entrust to monitor and evaluate this program during this period of time.

**2. Project FREEDOM Rapid Rehousing** – Hopesource – is a two-fold application that would provide five additional units of emergency housing for the county (total would be 8 if funded). These units would be located in Cle Elum. The grant request is for rental assistance, regular cleaning, utility costs, and maintenance, and upkeep of the facility, known as the Evergreen house.

The second part of the request is a proposal to provide case management and rental assistance up to six months for residents of Kittitas County released from the county jail. The proposal would also provide two nights of emergency housing for non-residents released from our jail, transportation to their county of residence, and emergency housing while the partnering with the Community Action Agency in the new county to find housing and resources for the newly released client. Hopesource projects seventeen county residents helped by this program and eight non-county residents in 2014. Administering this grant requires the addition of 1.5 FTE to the Hopesource staff. Total request is \$210,000.

**3. Kittitas Yakima Valley Community Land Trust (CLT)** – grant request to fund a three-year plan toward self-sufficiency for the CLT. The plan lays out the infrastructure needs of the CLT to be able to build 13 new houses and qualify 13 families for homeownership in the

Water Street development project and qualify itself for additional grant funding from a variety of sources. Total request for 2014 is \$135,000.

**4. One Call Kittitas Connect – People for People** – grant request funding to develop and implement a coordinated entry system for Kittitas County per the requirements of the Washington State Department of Commerce mandate. Funding would also enhance PFP's visibility to county agencies and its presence on local homeless coalitions, particularly the Homeless and Housing Network of Kittitas County. Total request is \$9,000.

**RECOMMENDATIONS** – The specific grant allocations being recommended for your consideration are:

1. Entrust Community Services (HAP and ADDS) – **Allocation of \$125,838**. When the Committee decided to vacate the 24/7 Hotline and provide a separate RFQ process for this program, Entrust submitted a second budget that removed these funds from its original budget. That budget total reduced to \$131,838. The Committee recommends further reductions to the second budget of \$6000 for the ADDS house rental vouchers. This creates the following budget total for that line item and reduces the total budget to \$124,838.

a. Rental Assistance ADDS house -- \$7000.

2. Project Freedom Rapid Rehousing (Hopesource) – **Allocation of \$24,000** - to be used to develop additional emergency housing in the Upper County with the Evergreen House in Cle Elum.

The Committee did not approve funding for the other portions of the Project Freedom grant for the following reasons:

a. There would be duplication of services between that portion of the Project Freedom grant that provided rental assistance and case management for six months for recently released county residents from the county jail. The HAP project is well established and already provides the rental assistance and case management services to any resident of the county. It is an expectation of the Committee that agencies have strong relationships with each other and that the system of referral to the appropriate agency based on the client's needs is in place.

b. The Committee did not favor expending county funds for emergency housing and/or transportation home for out of county residents.

c. The Committee supported the notion of adding new units of emergency housing to the county availability, since this is the number one need in the county at this time. Hopesource is asked to add as many units of emergency housing as possible with the \$24,000.

3. Kittitas Yakima Valley Community Land Trust – **Allocation of \$90,000** – The Committee supports the Community Land Trust and wants to see this agency become self-sufficient in the future. However, we are recommending a third year of funding at the same level as the 2013 funding request.

4. One Call Kittitas County - People for People – the Committee recommends no funding for this project. The coordinated entry system for our county is under the direction of

Hopesource per its funding requirements from the state. The work to create this structure is already in place. We encourage Hopesource to include the 211 system in this development.

### **Additional Recommendations:**

As we studied and reviewed the status of the 2163 funds after the current allocation of \$250,000 is made, the Committee realized two things:

a. Assuming the funding allocations recommended for this grant period are put in place and considering the encumbered allocations already in place, the total encumbrances to the 2163 fund through 2014 and June 30, 2015 could be less than \$300,000. Unless the revenue projections for this fund are significantly more than projected by the county grant manager, Judy Pless, there will not be a large enough balance in 2015 to offer any grant opportunities to agencies. While we keep on track of the fund balance throughout the year, we strongly suggest that this likelihood be communicated to all grantees for the 2014 funding cycle. They will have this year to seek out the additional grant support needed in 2015. **See the handout By the Numbers – 2163 Fund Status to Date for more detail on the 2163 allocations.**

b. There is not enough left in the original \$250,000 to support a separate RFQ for the 24/7 Hotline to be operational in 2014. We are recommending that the original \$7800 requested by Entrust for motel vouchers for this service be allocated to Entrust and that we request their management of this fund, per their original proposal, with the internship program they have in place. That would increase the total allocation recommended for Entrust to \$132,800.

### **Financial Summary of Recommendations and Contract Dates:**

1. Entrust Community Services -- \$132,838, beginning June 1, 2014
2. Hopesource -- \$24,000, beginning July 1, 2014
3. Community Land Trust -- \$90,000, beginning June 1, 2014
4. People for People -- \$00.00

**TOTAL : \$246,838**

**BY THE NUMBERS – 2163 FUND STATUS TO DATE**

<b>Balance due by Dec. 31, 2014 from 2163 funds (encumbered funds)</b>		
1. POLARIS	\$26,843.90	
2. Sr. Rent Assistance	34,522.23	
3. Housing Pres. Grant	25,000	
4. Habitat Pres. Grant	17,100	
<b>5. TOTAL</b>	<b>\$103,466.13</b>	
<b>Balance due by May 31, 2014 from 2163 funds (encumbered funds; maximum amounts)</b>		
6. HAP	\$61,395.97	
7. Land Trust	9,505.74	
<b>8. TOTAL</b>	<b>\$70,901.71</b>	
<b>9. TOTAL OF TOTALS (encumbered funds from 2163 for 2014)</b>		<b>\$174,367</b>
<b>10. Current Balance 2163</b>		<b>\$664,883</b>
<b>Encumbered from Line 9</b>		<b>\$174,367</b>
<b>11. Balance of 2163 Dec. 31, 2014 after encumbered</b>		<b>\$490,516</b>
<b>12. Projected Earnings for 2163 for 2014</b>		<b>\$216,096</b>
<b>13. Total Balance 2163 funds with Projections Dec. 31, 2014</b>		<b>\$706,612</b>

CURRENT RECOMMENDED AWARDS	
14. HAP	\$132,838.00
15. HOPESOURCE	24,000.00
16. LAND TRUST	90,000.00
<b>18. *TOTAL AWARDED GRANT CYCLE 1</b>	<b>\$246,838.00</b>
<b>19. CALCULATIONS -- 2014</b>	<p>Total of current awards spent in 2014 = \$131,987.</p> <p>\$131,987 + \$174,367 (already encumbered from line 9) = \$306,354.</p> <p><del>\$306,354</del> will be the total spent from the 2163 funds in 2014</p>
20. BALANCE 2163 FUNDS DEC. 31, 2014	\$706,612 (line 13) - 306,354 = <b>\$400,258.</b>
<b>21. CALCULATIONS - 2015</b>	<p>\$114,851 balance of current awards contracted through June 30, 2015.</p> <p>(\$246,838 - \$131,987 = \$114,851).</p>
<b>BALANCE 2163 FUNDS JUNE 30, 2015</b>	<p><b>\$285,407</b></p> <p>This figure does not include the encumbrances noted on Lines 1, 2, and 3. With those included the total for the 2163 funds on Dec. 31, 2015 would be ~\$200,000. 2015 revenue projections not included in this total.</p>