



MEMO

Date: March 6, 2017

Proposal ID: 2017 03-06 DCH-1

To: BOCC

From: Meghan DeBolt, Director, Dept. of Community Health

Intent – Program Funding

Topic

1. Name of Grant/Program: Consolidated Homeless Grant/Washington State Department of Commerce
2. New Grant Renewing Grant Term (# of years) 2 Years
3. Is the grant unchanged, and does not require Current Expense funding?
Yes No (If YES, please skip to number 24)
4. How will this grant benefit the county's citizens? The Consolidated Homeless Grant (CHG) provides resources to support an integrated system of housing assistance for people who are homeless or at risk of homelessness. These funds support the objectives identified in the County 5-Year Homeless Housing Plan.
5. Is this a program grant or an equipment grant? Program Grant
6. Is this a "one-time only grant" or is it renewable ? If renewable, how long is grant anticipated to last? Grant awards resulting from this application will cover the period July 1, 2017 through June 30, 2019.
7. If this is a new grant how will the grant support a current program OR how will the program change? N/A
8. Does this grant require up front funds? Yes No If YES, what is the source of the up-front funds needed to cover costs prior to initial and continuing reimbursements being received?
9. How many employees (new or current) will be paid by the grant?
New _____ Current Portion of 1.0 FTE Homeless Program Coordinator, portion of 1.0 FTE Human Services/Contracts Manager and administrative support services staff to support work specific to the grant.

10. If this grant requires new hire(s) and grant ends, how will unemployment costs be funded? N/A
11. Will the grant require matching funds; i.e., in-kind, cash, Employment Security, Social Security, FICA, PERS, etc? Yes No If **YES**, what?
12. Would the grant allow for an annual COLA in salary, increase in medical insurance premiums or increases in any personnel benefits? Yes No
13. What fund would support a cash match (if required)?
14. If required what is the **TOTAL** cost of the match over the life of the grant?
15. What fund would support the administration of the grant? Administration costs are allowed as a budget item in the grant. Additional administration funding is available if needed through the County Homeless Housing Fund generated from local document recording fees.
16. Will the grant allow for the County cost allocation plan to be funded? Yes No
17. Would the grant require the county to provide office space and/or additional equipment to administer the program? Yes No If **YES**, what are the requirements? Office space for county staff to administer the grant and perform functions of the grant specific to county planning regarding homelessness.
18. Would the program require use of a county vehicle or personal vehicle? Yes No If **YES**, would the grant provide for the cost of the automobile and/or liability insurance? Yes No
19. Would the grant require activities by other county offices/departments? (i.e. legal review, technology services assistance, new BARS numbers.) Yes No If **YES**, what activities?
20. Would acceptance and completion of the grant project in any way OBLIGATE the County to create/enact new ordinance or policies? Yes No If **YES**, what obligations?
21. Does this grant project include any activities that may fall outside the county's standard policies (personnel policies on travel, hours of work, training required, reimbursement for meeting refreshments, paying for meeting space, etc.?) Yes No


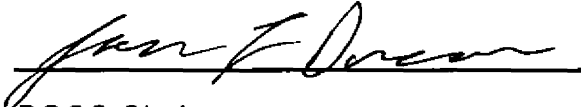
22. Will outside consultants be solicited to work on the grant and if so, is a process in place for appropriate selection and oversight of consultant activities?
 Yes No If **YES**, what is the funding source for consultant fees?
23. For a program grant, how would the program be funded after the grant expires? (It should be understood that once grant funding ends, either the program ceases OR the funding for the program needs to be absorbed within the department's or office's existing budget) **OR** justification must be provided that the program has been and will continue to save or benefit taxpayers. The funding for the Consolidated Homeless Grant is generated from a variety of sources and should those funding sources change or be eliminated, the funding and provision services would be reduced as well.
24. Please attach to this proposal a synopsis of the grant or a copy of the fact sheet.

Please see Attached

25. **Please feel free to submit additional information as needed.**

26. **Conclusion/Recommendation**

Commissioners authorize County Community Health application to the Washington State Department of Commerce, Consolidated Homeless Housing Grant for funding of homeless and housing assistance to residents of Walla Walla County in 2017-2019.

Submitted By 			Disposition
Meghan DeBolt, Community Health 03/06/2017			<input checked="" type="checkbox"/> Approved
Name	Department	Date	<input type="checkbox"/> Approved with modifications
			<input type="checkbox"/> Needs follow up information
Name	Department	Date	<input type="checkbox"/> Denied
			
			BOCC Chairman
			Date 3-6-2017

Additional Requirements to Proposal

Modification

___ Follow Up

- Copies to:
- 1) Requesting Office/Department
 - 2) Susan Dombrosky, Auditor's office
 - 3) Commissioners' File

Estimated Homeless Grant Allocations
July 1, 2017 - June 30, 2019

	Base Funding	Assistance for TANF Households	Assistance for HEN Households	Total Grant Amount
Adams	\$ 241,109	\$ -	\$ 7,630,106	\$ 248,740
Asotin	\$ 537,612	\$ -	\$ 115,555,199	\$ 653,168
Benton-Franklin	\$ 514,216	\$ 84,452	\$ 1,234,886,25	\$ 1,833,554
Chelan-Douglas	\$ 280,779	\$ 40,198	\$ 392,668,28	\$ 713,645
Clallam	\$ 620,216	\$ 69,311	\$ 883,022,22	\$ 1,572,549
Clark	\$ 731,690	\$ 253,305	\$ 2,942,235,76	\$ 3,927,231
Columbia-Garfield	\$ 220,049	\$ -	\$ 7,150,196,99	\$ 270,196
Cowlitz	\$ 308,065	\$ 162,924	\$ 1,930,545,06	\$ 2,401,534
Ferry	\$ 256,445	\$ -	\$ 40,335,58	\$ 296,781
Grant	\$ 586,037	\$ 43,764	\$ 469,692,02	\$ 1,099,493
Grays Harbor	\$ 623,523	\$ 184,473	\$ 2,235,680,45	\$ 3,043,678
Island	\$ 440,506	\$ 11,671	\$ 56,687,85	\$ 508,865
Jefferson	\$ 305,996	\$ 15,603	\$ 87,212,07	\$ 408,811
King	\$ 2,684,188	\$ 1,894,710	\$ 22,401,205,08	\$ 26,980,103
Kitsap	\$ 421,939	\$ 160,654	\$ 2,165,039,68	\$ 2,747,633
Kittitas	\$ 417,271	\$ 28,413	\$ 322,684,66	\$ 768,369
Klickitat	\$ 289,605	\$ 10,647	\$ 160,272,56	\$ 460,524
Lewis	\$ 560,601	\$ 74,954	\$ 938,018,81	\$ 1,573,574
Lincoln	\$ 247,554	\$ -	\$ 56,687,85	\$ 304,242
Mason *	\$ 376,723	\$ 90,425	\$ 1,138,117,53	\$ 1,605,266
Okanogan	\$ 433,616	\$ 15,473	\$ 235,472,59	\$ 684,561
Pacific	\$ 253,080	\$ 24,402	\$ 900,881,65	\$ 578,364
Pend/Oreille	\$ 315,311	\$ -	\$ 49,056,79	\$ 364,367
Pierce	\$ 1,360,221	\$ 404,644	\$ 3,910,371,26	\$ 5,675,236
San Juan	\$ 172,948	\$ -	\$ 38,155,28	\$ 211,103
Skagit	\$ 279,604	\$ 58,824	\$ 675,893,55	\$ 1,014,321
Skamania	\$ 224,086	\$ -	\$ 21,108,63	\$ 345,195
Snohomish	\$ 974,524	\$ 385,785	\$ 4,284,843,18	\$ 5,645,152
Spokane, City of	\$ 1,007,122	\$ 147,457	\$ 5,259,652,04	\$ 6,414,232
Spokane County	\$ 1,211,209	\$ 177,339	\$	\$ 1,388,547
Stevens	\$ 338,568	\$ 13,177	\$ 7,044,796,19	\$ 496,542
Thurston	\$ 513,344	\$ 292,630	\$ 3,064,987,84	\$ 3,870,911
Wahkiakum	\$ 213,823	\$ -	\$ 8,384,99	\$ 222,208
Walla Walla	\$ 511,488	\$ 22,810	\$ 229,614,31	\$ 763,912
Whatcom	\$ 483,314	\$ 193,906	\$ 12,526,979,96	\$ 3,204,200
Whitman	\$ 393,251	\$ -	\$ 6,214,188	\$ 399,466
Yakima	\$ 650,369	\$ 138,048	\$ 1,515,809,74	\$ 2,303,726
TOTAL	\$ 20,000,000	\$ 5,000,000	\$ 60,000,000	\$ 85,000,000

INTRODUCTION

This Excel workbook contains the information and forms needed to prepare a request for homeless housing grant funds administered by the Department of Commerce for the state fiscal years 2018 and 2019. Yellow tabs are to be completed by the applicant and the non-yellow tabs are informational only.

Authorizing Statute and Fund Sources

Washington State Chapter RCW 43.185c Homeless Housing and Assistance Act

Washington Federal Emergency Solutions Grant funds, Department of Housing and Urban Development

Estimated Funding

The *Estimated Allocation Chart* will be updated once a State budget is passed; the current legislative session is scheduled to adjourn April 23, 2017. A budget is not required at this time. Final allocation will be released when available.

CHG System Demonstration Grant

During the application period, Commerce will select a limited number of grantees for a *CHG System Demonstration Grant* (SDG). The grant will have the same system and outcome requirements, but will not have specific program-level requirements for CHG documentation, prescribed forms, or procedures. See the *System Demonstration Grant* tab for more information.

Non-County Lead Competitive Scoring

If a county government or council of governments "opts out" of the lead grantee role, Commerce will solicit applications and select a lead grantee for the county from eligible service providers. Applications will be scored on the following categories:

- Strategic Investments
- Crisis Response System
- Organizational Capacity
- Non-profit Applicant Only
- Subgrantee Information
- Subgrantee Selection
- Proposed Projects

Street Outreach (Optional)

Depending on the outcome of the legislative session, Commerce may receive funding for homeless street outreach programs. This application has an optional tab that includes questions relating to operating a street outreach program. Complete this tab in order to be considered for potential additional outreach funding.

Grant Activities and Requirements

See the *CHG Guidelines* for details on allowable activities, and administrative and system requirements. *ESG Guidelines* will be provided to current ESG contractors.

Grant Period

Grant awards resulting from this application will cover the period July 1, 2017 – June 30, 2019.

Submission

The Application and accompanying signed Form E *Signature and Local Government Certification* is due to Commerce no later than **April 18, 2017**. Please submit one electronic submission of the entire Application (in Excel) and the signed and scanned Form E to your CHG program manager.

Commerce reserves the right to reduce or redistribute an allocation if insufficient information is provided in the application, ineligible activities are proposed, or if a grantee lacks demonstrated capacity to administer the grant.

application, ineligible activities are proposed, or if a grantee lacks demonstrated capacity to administer the grant. Preparation of an application does not guarantee that applicants will receive funds.

Webinar

Commerce will provide a webinar for completing this application on Tuesday, February 7, 2017. Details will be released soon.

Questions

If you have questions about how to complete the application, please contact your program manager.