

# Coquille Indian Housing Authority

## OHCS Tribal Shelter Grant Application Outline

### Overview

Oregon Housing and Community Services (OHCS) is opening application to the Federally Recognized Oregon Tribes to apply for State Funds to serve individuals and families at risk of homelessness or living without adequate housing. There are no defined income limits for the program, however funds are generally intended to serve low- to moderate-income households.

Funding allocations have been determined through use of a formula consisting of a base amount plus an additional amount determined by tribal enrollment. The formula funding amount available to the Coquille Indian Tribe is \$736,128, which includes \$625,709 for program costs and a 15% allowance of \$110,419 for administration costs.

Eligible expenses include 1) Street Outreach, 2) Emergency Shelter, 3) Transitional Housing, 4) Homelessness Prevention, 5) Supportive Housing, 6) Acquisition/Rehab/Conversion, 7) Eviction Prevention, 8) Outreach and Engagement, 9) Capacity Building, 10) Financial Management, and 11) Data Collection.

**Applications are due April 15, 2022 and funds must be expended by June 30, 2023.**

### Proposed Activities

**Eligible Expense Category: 2) Emergency Shelter** **\$85,000**

Emergency Shelter Facility Operations – \$45,000

- Type(s) of Assistance
  - Hotel/motel vouchers for participants
- Projected units of assistance
  - 6 families for up to 3 months

Shelter Resident Support Services - \$40,000

- Type(s) of Assistance
  - Housing relocation assistance
  - Transportation
  - Costs to board and care for shelter animals
- Projected units of assistance
  - 3 families

**Eligible Expense Category: 4) Homelessness Prevention** **\$145,709**

- Type(s) of Assistance
  - Rental assistance, late fees, and rent arrearages
  - Utility arrears (includes water, sewer, garbage, gas, electricity, phone, and internet)
  - Manufactured home rent space “lot rent” or RV space lot for primary housing
  - Security deposits, moving expenses, application fees, pet rent, pet deposits, and other housing expenses
  - Late fees, court fees, utility reconnection fees etc.
  - Housing relocation assistance
  - Work Supports – (i.e., training costs; transportation assistance – bus tokens, ride sharing, auto repair; childcare or eldercare costs, clothing to support employment needs). The purpose of the work supports is to allow the household to stabilize by avoiding costs or expenses in other areas that are a barrier to housing stability
  - Furniture and household goods to support a household with moving to a new home
- Projected units of assistance
  - 77 families

**Eligible Expense Category: 6) Acquisition, Rehab/Conversion** **\$340,000**

- Type(s) of Assistance
  - Acquisition of Class C motorhomes to provide emergency shelter for chronically homeless and difficult to serve households
- Projected units of assistance
  - 4 families

**Eligible Expense Category: 8) Outreach and Engagement** **\$10,000**

- Type(s) of Assistance
  - Staffing to promote programs and conduct outreach
  - Advertising costs
- Projected units of assistance
  - 100 families

**Eligible Expense Category: 9) Capacity Building** **\$25,000**

- Type(s) of Assistance
  - Engaging consultants and technical assistance experts to assist with the planning and creation of policies and processes
- Projected units of assistance
  - 100 families

**Eligible Expense Category: 10) Financial Management**

**\$110,419**

Administration

- Type(s) of Assistance
  - Senior executive management personnel salaries and benefits (unless they are directly involved in program operations)
  - Administrative staff travel costs;
  - General services such as accounting, budget development, personnel, contracting, marketing, agency audit, agency insurance
  - Board expenses (excluding meals)
  - Organization-wide membership fees and dues specific to homeless systems and programs
  - General agency facilities costs (including those associated with executive positions), such as rent, depreciation expenses, and operation and maintenance (as part of the organization’s direct or indirect cost allocation plan)
  - Equipment rental/purchase, insurance, utilities, and IT costs that are not program specific but relate to the administration of the agency as a whole
- Projected units of assistance
  - 77 families

**Eligible Expense Category: 11) Data Collection**

**\$20,000**

- Type(s) of Assistance
  - Software licenses
  - Data entry
  - Equipment upgrade
  - Network systems upgrade
  - Staff training
- Projected units of assistance
  - 77 families

**Budget Summary**

2) Emergency Shelter	\$ 85,000
4) Homelessness Prevention	145,709
6) Acquisition	340,000
8) Outreach and Engagement	10,000
9) Capacity Building	25,000
10) Financial Management	110,419
11) Data Collection	<u>20,000</u>
<b>Total</b>	<b>\$736,128</b>

## **Suggested Motion**

I move to authorize the CIHA Executive Director, or her designee, to submit an application to the Oregon Housing and Community Services Tribal Shelter Grant Program as outlined and to execute funding agreements and other documents necessary to effectuate the purposes of the grant.