

**Options for Homeless Residents of Ashland
OHRA Unified Affordable Housing Programs
Proposal to Ashland Affordable Housing Trust Fund**

1. Introduction

a. Describe organization and what is unique about the firm, its goals, and objectives.

OHRA helps low income Ashland residents build better lives. By offering hope and access to social service resources, we encourage those in need on the path to self-sufficiency. Working with several dozen partner organizations and faith communities, OHRA's three programs, the OHRA Resource Center (ORC), the OHRA Laundry and Shower Trailer (OLST) and the OHRA Winter Shelter (OWS) offer a mix of services designed to meet the complex needs of unhoused and other economically stressed people.

At the OHRA Resource Center (ORC) staff and volunteers help un-housed families move into permanent housing; provide emergency funding to housed families facing eviction or utilities shut-off; offer job search, resume building and employment assistance; help homeless individuals acquire birth certificates and ID cards so they can seek employment; and/or provide numerous other kinds of help to people in desperate economic circumstances.

The OHRA Laundry and Shower Trailer (OLST) gives un-housed people their only opportunity in the community to bathe and wash their clothes.

The OHRA Winter Shelter (OWS) operates seven night per week from November through March, offers a safe place where the community's most vulnerable un-housed people can sleep out of the elements and have access to services designed to help them move into permanent housing and begin a path toward self-sufficiency. In 2019, OWS sheltered 78 people, helped 27 apply for subsidized housing, 40 secure OHP, 10 apply for an Oregon ID and 49 get SNAP benefits.

While OHRA's Conditional Use Permit limits shelter operations to the winter months, people admitted to the shelter access resource navigation and other support services year-round through the ORC.

2. Project Description

a. Describe the program/activity for the respondent organization is seeking funding.

The focus of this application is the OHRA Winter Shelter and the Housing and Essential Service Component of the OHRA Resource Center. The shelter is located at 2082 E Main Street in Ashland and is open from the first week in November until the end of March. Shelter guests (OHRA's term for clients) are selected based on the Vulnerability Index Service Prioritization Decision Assistance Tool (SPDAT), a

standardized instrument that allows for potential guests to be prioritized on the basis of their vulnerability. Once accepted into the shelter, guests have a guaranteed bed for the rest of the shelter season unless they move voluntarily or are excluded for cause. Regardless of the circumstances for leaving, however, once accepted, guests can still access resource navigation and other services throughout the year.

While the Shelter's immediate purpose is to give unhoused people a safe, in-door place to sleep in the winter, as with all OHRA programs, the ultimate goal is to assist people in moving toward sustainable self-sufficiency. In the case, of Shelter guests, this means moving from the streets to permanent housing. To that end the, a core part of the service is year-round resource navigation and housing barrier reduction.

The Housing and Essential Services programs of the ORC assists unhoused Ashland residents to move into permanent housing and housed residents to avoid eviction because of short-term financial difficulty. OHRA's role includes paying rent and/or security deposit assistance to families threatened with eviction due to an acute inability to pay rent or to assist unhoused families move into permanent housing. The program also includes, limited emergency grant payments for utility bills or to purchase items critical for stability (e.g. birth certificate or Oregon identification - required to find employment, specialized clothing required for work, other items on a case by case basis). In all instances, payment is made directly the landlord or vendor, never to the guest (OHRA'S term for client). Payments for individual families are usually only once per year and never over more than three consecutive months. In most cases, OHRA's financial contribution is supplemented by funds from partner agencies and/or faith communities.

Professional Resource Navigators play a key role in seeking matching funds and providing on-going case management to assist guests in maintaining their sustainability and moving toward self-sufficiency. The Navigators' role includes raising funds from partner organizations to help pay move-in costs or emergency rent/utilities assistance; finding willing landlords to take unhoused people; helping eligible guests apply for housing benefits (e.g. Section 8); and, other problem solving. Beyond their role in housing, Navigators provide financial counseling and help guests to create budgets; help with benefits applications (e.g. Supplemental Security Income); and/or give general assistance for guests to overcome other barriers to sustainability. The Navigators are full-time professional social workers, who are consistently available; have extensive knowledge of community resources and the skills to help guests work through their many psycho-social and logistic issues as they move toward sustainability.

a. Describe the target population expected to benefit from the program/activity.

The target population is local unhoused or housing threatened individuals. The people served by the OWS are adults who are identified as the most vulnerable in the following categories: mental health, physical health, trauma and period of homelessness. While most guests are single, families with children over the age of 18

are eligible to participate. The ORC serves any Ashland Resident who seeks help either moving into housing or protecting their housing.

b. Provide the number of individuals, or households, expected to benefit from the program/activity.

The OWS is able to accommodate 44 individuals at one time. Because of turn-over due to individuals' finding permanent housing, choosing to leave or being excluded for cause, the total number served is substantially larger. As of February 15, 2020, the shelter has hosted 87 unduplicated guests for the 2020-21 Shelter Season. Based on this result we estimate that for the 2021-22 shelter season, which is the subject of this request, the shelter will serve 115 people.

In 2020 we project that the ORC Housing and Essential Services program will 30 unhoused families and protecting the housing of another 200 families. Given historical average family sizes (1.6 persons in unhoused families and 2.1 persons in housing threatened families) we estimate that this project will serve at minimum 468 people in 2020

c. If applicable provide the number and type of housing units to be created or made habitable.

NOT APPLICABLE

d. Provide a detailed timeline leading to the completion of the proposed program/activity.

The OWS is ongoing program that houses unsheltered people from November through the end of March each year and provides resource navigation and other support services year-round. Funds requested here will be used to support start up and operations during the 2020-2021 shelter season which will encompass November 1 (approximately) 2020 until March 31, 2021.

The ORC Housing and Essential Services Program is ongoing all year. Funds from this grant will be applied to the 2020 budget.

e. Provide a map showing the project's location. If the project will serve a specific area, proposed project boundaries should be shown.

As shown in the attached map, the OWS is located at 2082 E Main Street in Ashland. There are no specific boundaries for the project.

3. Project Experience

a. Describe the respondent's organizational framework, special resources, and any other information to demonstrate that the respondent can effectively and efficiently complete the proposed program/activity.

OHRA was formed in June 2012 to serve residents who are homeless or have been pushed to the verge of homelessness. OHRA's mission statement is: OHRA helps low income people build better lives. By offering hope and access to social service

resources, we encourage those in need on the path to self-sufficiency. To accomplish its mission, OHRA has 3 core programs:

- a) On a daily basis, the OHRA Resource Center (ORC) staff and volunteers help un-housed families move into permanent housing; provide emergency funding to housed families facing eviction; offer job search, resume building and employment assistance; help homeless individuals acquire birth certificates and ID cards so they can seek employment; and/or provide numerous other kinds of help to people in desperate economic circumstances.
- b) The OHRA Laundry and Shower Trailer (OLST) gives un-housed people their only opportunity in the community to bathe and wash their clothes.
- c) The OHRA Winter Shelter (OWS): In 2018, at the request of numerous community stakeholders including the City of Ashland and with funding from ACCESS, OHRA took on management of the previously all-volunteer winter shelter program. Using that funding and with strong support from the network of community volunteers, faith communities and others, OHRA managed the OWS during the 2018-19 shelter season. For that year the shelters were held in several community locations because a permanent facility was not available.

During 2018-19 OHRA worked with the ACCESS, the City of Ashland and Jackson County to qualify the property at 2082 East Main Street as an approved land use and the facility welcomed its first guests on November 5, 2019. During that time, OHRA also put in place necessary management infrastructure including hiring a full-time Shelter Director and Resource Navigator, establishing required policies and procedures and continued building the network of community volunteers needed to make the shelter a success.

- b. **Describe the respondent's organizational experience in completing programs or activities similar to the proposal outlined in the RFP.**

As described above, OHRA has operated the ORC since 2014 and the OWS since fall of 2018,

- c. **List other organizations involved with this project and their level of involvement.**

Each night of the season, the OWS is sponsored by a faith-based organization. The organizations provide two hosts who spend the night at the shelter from 7:30 pm to 7:30 am. The organizations also prepare meals to bring to the shelter each evening, along with volunteers who serve the food and clean up the kitchen after the meal. They also provide food and volunteers who come in the morning before guests are transported out. In 2019-20, the shelter is being sponsored by:

- Temple Emek Shalom
- Havurah Shir Hadash
- Trinity Episcopal Church
- Ashland First Presbyterian Church
- Ashland First Congregational United Church of Christ

- Rogue Valley Unitarian Universalist Fellowship
- The South Mountain Friend's Meeting
- Avram Sacks, an individual who finds volunteers in the community to provide food and volunteers.

In addition:

- The Ashland Food Angels and The Ashland Emergency Foodbank supply all of our dairy products every day.
- The Ashland Lions Club built our smoking shelter and have done other things around the building to help us.

The ORC has a long history of collaboration with local faith communities who help fund our assistance to unhoused and housing threatened guests. The list includes St Vincent de Paul Society Ashland Congregational UCC, Ashland First Presbyterian Church, Rogue, Valley Unitarian Universalist Fellowship; Temple Emek Shalom, Jackson Co. Fuel Committee. The program also receives regular funding from the Ashland First United Methodist Church and Trinity Episcopal Church.

The program has working relationships with landlords including Roberta Claudson Property Management, Medford Better Housing and Thormahlin Properties and makes/receives referrals from: The Maslow Project, Jackson County Housing Authority, Ashland Emergency Food Bank, Street Dogs, La Clinica, Rogue Community Health, Rogue Valley Veterans Services, Jackson Co. Mental Health and Mercy's Gate.

4. Funding Request

a. Provide the requested amount of Ashland Housing Trust Funds.

OHRA is requesting **\$110,000** from the City of Ashland to ensure that the OWS remains viable.

b. Provide the amount of any Community Development Block Grants requested under a separate application (if applicable).

NOT APPLICABLE

c. Provide a detailed project budget that includes all other funding sources anticipated to support the program/activity.

See Attachment 2.

d. Provide the proposed percentage of matching funds, including the estimated value of donated land or labor, demonstrating that the Affordable Housing Trust Fund contribution shall not exceed more than 50% of the total project, or program, cost.

Per the attached budget, matching funds for this request amount to 78.7% of the total OWS budget.

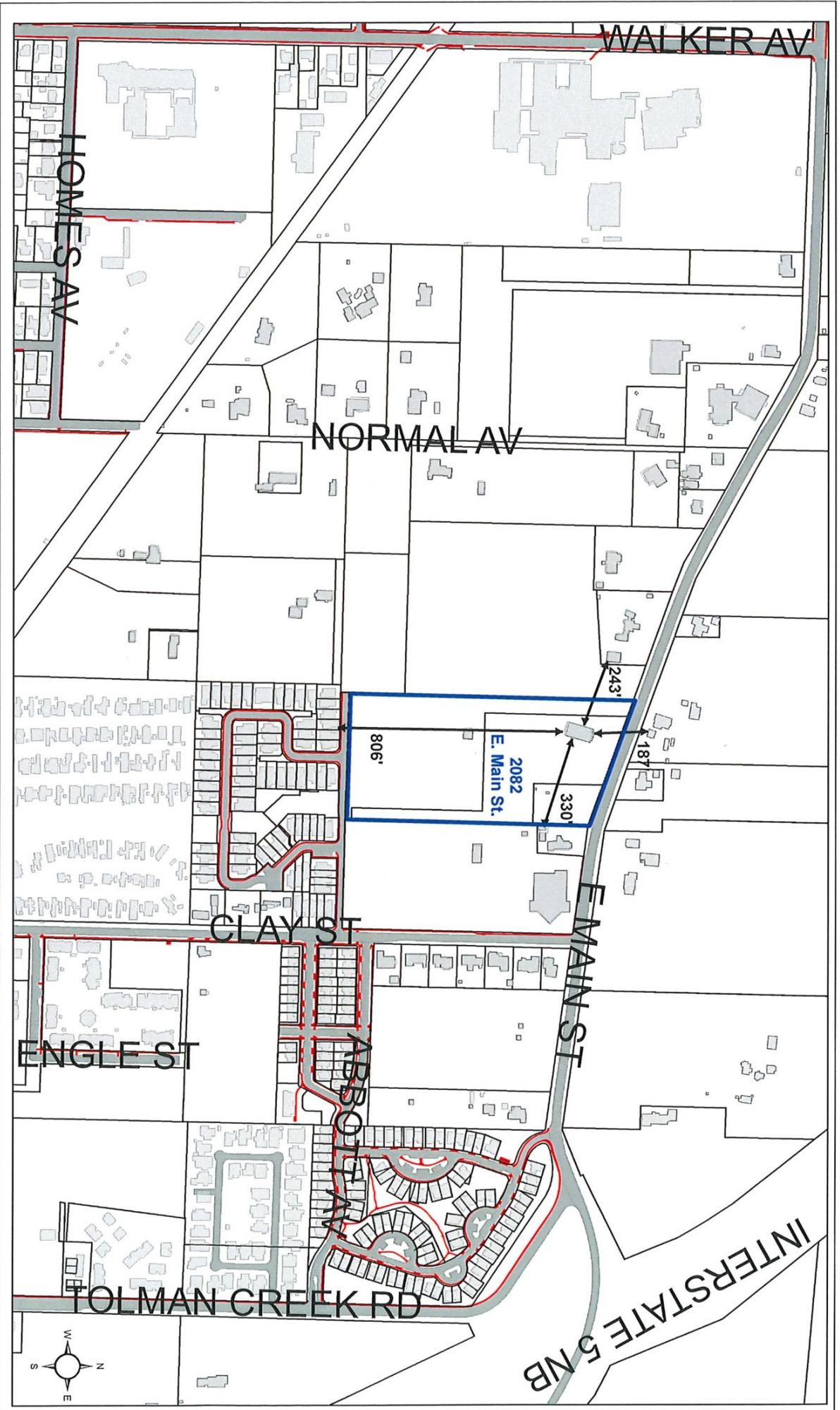
- e. **Provide a detailed budget including but not limited to land acquisition costs, materials, building permit costs, predevelopment costs, professional services, and any other administrative costs.**

NOT APPLICABLE

5. Attachments

Attachment 1: OHRA Winter Shelter Location Map: 2082 E Main Street, Ashland

Attachment 2: Project Budget



1 inch = 300 feet
 0 75 150 300 450 600
 Feet

Mapping is schematic only and bears no warranty of accuracy.
 All features, structures, facilities, easement or roadway locations
 should be independently field verified for existence and/or location.

**OHRA Unified Affordable Housing Programs
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28-Feb-20**

INCOME

Winter Shelter

ACCESS Grant	\$150,000	
Jackson County Continuum of Care	\$58,000	
Ashland Affordable Housing Trust Fund	\$75,000	
OHRA General Fund	\$25,000	
Winter Shelter Total		\$308,000

ORC Housing and Essential Services

Jackson County Continuum of Care	\$45,394	
Ashland City Social Services Grant	\$20,000	
Ashland CDBG	\$25,000	
Ashland Affordable Housing Trust Fund	\$35,000	
Carpenter Foundation	\$10,000	
Carrico Foundation	\$2,500	
OCF Walker Fund (this Grant)	\$60,000	
Cow Creek Unquah Indian Foundation	\$8,000	
Trinity Episcopal Church	\$2,000	
OHRA General Fund	\$1,296	
ORC Housing and ES Total		\$209,190

Total Project Income		\$517,190
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EXPENSES

Winter Shelter

Labor Expenses

Shelter Employees' Labor Costs	\$163,592	\$227,181
Shelter Program Costs incurred by OHRA Ex. Dir & Adm.	\$47,440	
Shelter Program Costs incurred by ORC Employees	\$16,149	

Barrier Reduction Expenses (Client Direct Costs)

Housing Barrier Reduction Costs	\$16,000	\$18,255
Employment, Health Care and Other Barrier Reduction	\$2,255	

Facility Expenses

Shelter Lease	\$6,000	\$21,934
Shelter Inside Costs (Janitorial, kitchen, maintenance)	\$9,354	
Shelter Outside Costs (grounds, smoking, septic, lighting)	\$4,000	
Resource Center Facility costs related to Shelter	\$2,580	

Transportation Expenses (non-labor)

Bus Operations & Maintenance	\$3,750	\$13,750
Van Operations & Maintenance	\$1,025	
Wheel Chair Access Ramp	\$10,000	

<u>Volunteer Related Expenses</u>		
Volunteer training & recognition costs	\$2,200	\$17,200
Host Stipends	\$15,000	
<u>Office Expenses</u>		\$3,200
<u>Insurance Expenses</u>		\$3,000
<u>Bookkeeping Expenses</u>		\$2,080
<u>Other Minor Expenses (taxes, license, community relations)</u>		\$1,400
Total Shelter Expenses		\$308,000

ORC Housing and Essential Services

<u>Direct Client Services (Barrier Reduction)</u>		\$35,502
<u>Office Expense</u>		\$5,068
<u>Volunteer Expense</u>		\$1,867
<u>Taxes and Licenses</u>		\$133
<u>Facilities</u>		\$16,670
<u>Wages (direct client services)</u>		\$91,392
<u>Program Administration</u>		\$58,558
Total Housing and ES Expenses		\$209,190

Total Project Expenses **\$517,190**