



Housing And Human Services Committee Agenda

Community Development Building

51 Winburn Way

Note: Anyone wishing to speak at any Housing and Human Services Advisory Committee meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, give your name and complete address for the record. You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

March 28, 2024

AGENDA

- I. **CALL TO ORDER**: 4:00 p.m.
- II. **APPROVAL OF THE AGENDA**
- III. **CONSENT AGENDA**
 - A. Approval of February 22, 2024, Minutes
- IV. **PUBLIC FORUM** (4:05–4:10 p.m.)
 - A. Public Forum.
- V. **NEW BUSINESS**
 - A. CDBG Grant Presentations (4:10–4:30 p.m.).
 - B. CDBG Grant Award Discussion and Recommendations (4:30–4:50 p.m.).
 - C. AHTF Grant Presentations (4:50–5:30 p.m.).
 - D. AHTF Grant Award Discussion and Recommendations (5:30–5:50 p.m.).
- VI. **UNFINISHED BUSINESS**
 - A. None
- VII. **INFORMATIONAL ITEMS**
 - A. Liaison Reports
 - B. General Announcements
- VIII. **AGENDA BUILDING – Future Meetings**
- IX. **ADJOURNMENT**: 6:00 p.m.

Next Meeting Date: April 25, 2024

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email linda.reid@ashland.or.us. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102–35.104 ADA Title 1).





Housing And Human Services Committee

Draft Minutes

February 22, 2024

Draft Minutes

Commissioners Present:	Council Liaison:
Echo Fields	Bob Kaplan
Brittney Bass	Dylan Bloom
Kathy Kali	
Alan Ackroyd	Staff Present:
Crystal Munoz	Linda Reid; Housing Program Specialist
Rich Rohde	Kendall Escuin; Staff
	Absent:
	Jason Mendoza
	Deb Price

I. APPROVAL OF THE AGENDA

II. CONSENT AGENDA

A. Approval of January 25, 2024, Minutes
Rohde/ Ackroyd M/ S. Voice Vote: ALL AYES

III. PUBLIC FORUM (4:05-4:10 p.m.)

A. Public Forum.
 • N/A

IV. NEW BUSINESS

A. Social Service Grant Presentations (4:10-5:20 p.m.).

Presentations were given by the following applicants.

1. Ashland Emergency Food Bank representative **Stef Seffinger**
2. Ashland Food Angels representative **Pamela Joy**
3. Community Works, Dunn House representative **Sonja Herbold**
4. RVCOG- Food and Friends representatives **Kelly Owens** and **Jon Pfefferle**
5. Jackson County SART representative **Susan Moen**
6. OHRA representative **Cass Sinclair**
7. Peach House representative **Elizabeth Hallett**
8. Southern Oregon Jobs with Justice representative **Jason Houk**
9. Sunstone Housing Collaborative representative **Krista Palmer**
10. St. Vincent De Paul representative **Vicky Weiss**





Housing And Human Services Committee

Draft Minutes

B. Social Service Grant Award Evaluation and Recommendations (5:20–5:50 p.m.).

- The Committee had a robust conversation on the grant funding allocation. **Rohde** declared that he had a conflict of interest with both Sunstone Housing Collaborative and Peace House. The social service grant funds were divvied up and allotted as follows. (Please note that these amounts are recommendations to the City Council and the final decision will be made on March 19, 2024).
- Ashland Emergency Food Bank \$4,333
- Ashland Food Angels \$10,667
- Community Works Inc. (Dunn House) \$8,000
- RVCOC- Food and Friends \$6,333
- Jackson County SART \$6,667
- La Clinica \$13,333
- OHRA \$34,333
- Peace House \$12,500
- Southern Oregon Jobs with Justice \$11,667
- Sunstone Housing Collaborative \$7,500
- St. Vincent De Paul \$13,333
- Unite Way \$5,333

Bass/ Ackroyd M/ S. Voice Vote: ALL AYES. The grant recommendations have been approved by the Committee and will be presented to The City Council for a final vote.

V. UNFINISHED BUSINESS

A. None

VI. INFORMATIONAL ITEMS

A. Liaison Reports

- **Councilor Kaplan** reported to the Committee that the City Council approved a fee waiver of \$10,000 to Habitat for Humanity for 2 homes in the Beach Creek subdivision. Also, the Croman Mill cleanup started this week. There are three key steps for this project; clean up, acquisition and building. The homes built will be high density housing. Also, The Council voted unanimously to keep the temperature thresholds the same for the severe weather shelter.
- **Councilor Bloom** shared a summary of HB 4126 which repeals the prohibition on local rent control. [HB4126.pdf](#). **Councilor Bloom** also recommended the Committee read HB 4134. This bill involves the Oregon Department of Administrative Services. To provide grants to cities for specified infrastructure projects that will benefit housing developments that will make at least 30 percent of the dwelling units affordable to workforce income households. [HB4134.pdf](#)
- **Reid** informed the Committee that The Continuum of Care Board did vote to adopt



Housing And Human Services Committee

Draft Minutes

their new governance charter. They then went to Jackson County Homeless Taskforce who is also interested in adopting it but would like to take some time to review.

B. General Announcements

- **Fields** announced that the Homeless Services Masterplan Subcommittee is meeting the second Tuesday and fourth Wednesday of each month at 5:30PM in the Siskiyou room. All are welcome.

VII. **AGENDA BUILDING – Future Meetings**

VIII. **ADJOURNMENT: 6:00 p.m.**

Next Meeting Date: March 28, 2024

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Memo

DATE: March 28, 2024

TO: Housing and Human Services Advisory Committee

FROM: Linda Reid, Housing Program Manager

DEPT: Planning

RE: CDBG Applicant Presentations and Grant Application Review and Discussion.

The City of Ashland Received two applications for the CDBG funding available. The City received one application from Maslow Project and one application from Sunstone Housing Collaborative.

Attachments:

- Maslow Project Public Services Application
- Sunstone Housing Collaborative Application
- Staff Evaluation Memo

Planning Department

20 East Main Street
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5300
Fax: 541.552.2059
TTY: 800.735.2900





**CITY OF
ASHLAND**

2024 Program Year Community Development Block Grant (CDBG) Application

These completed Sheets shall be included as the first pages on all submittals.

I. APPLICANT INFORMATION

Applicant Organization Name:

Maslow Project

Executive Director's Name(s): Mary Ferrell

Board Member Names (attach separate sheet)

Applicant Mailing Address: PO BOX 999 Medford, OR. 97504

Applicant Street Address: 500 Monroe Street, Medford, OR. 97504

IRS Classification: 501c3

Federal Tax ID#: 27-0734969

Mission Statement: (may be attached)

We empower homeless youth and families to engage and thrive independently in all aspects of life by providing supports that stabilize and strengthen resiliency.

Total Employees: 14

Total Volunteers: 45

II. CONTACT PERSON (designate a contact person who is familiar with the project)

Name: Mary Ferrell
Title: Executive Director
Phone Number: 541-608-6868
Fax Number: 541-608-6869
E-mail Address: Mary@maslowproject.com

III. PROJECT INFORMATION SUMMARY

Project Name or Title:

Wrap Around Services for Unhoused Youth and Families

Expected Completion Date: June 30, 2025

Requested CDBG Funds: \$ 18,000

Organizational Match: \$ 14,209

Funds from Other Sources: \$ 178,000

Total Project Cost: \$ 210,209

2) Maslow Project Summary

Maslow Project provides wrap-around, multi-lane services to meet clients where they are to provide the necessary services for their specific challenges. We have over twenty years of providing services to youth and families experiencing homelessness in Jackson County. **The needs for CDBG funds are great. Maslow was not a recipient of emergency order funding and heavily relies on CDBG funding to deliver services in the Ashland community.**

Multi-lane, wrap-around services include: **1) Stabilization:** offered throughout all our programs (centralized at our Resource Center and deliveries) provides food, hygiene, & essential needs, active navigation & facilitated referrals; promote safety and stabilization so people can focus on higher level life goals. **2) Case Management** offered to those most vulnerable - is the anchor to all our goal-based programming, offering intensive QMHA level services in support of individualized goals (education, wellness, employment, housing, etc. **3) Advocacy:** advocates remove educational barriers & connect families with resources; keeping homeless students engaged with school & earning credit toward graduation. **4) Outreach:** 4WD “Mobile Drop-In Unit” is stocked with clothing, food, hygiene supplies & emergency items provided to unsheltered youth/families street & rural outreach; delivery & mobile supports. **5) School Based Services:** Provide school supplies, help with transportation, & enrollment. **6) Permanent Supportive Housing:** housing navigation, life skills, and ongoing case management and support to ensure success once housed. **7) Transitional Housing-** emergency hotel stays.

We work to stabilize youth and families by providing resources for basic needs and services. Once stabilized, we can begin to start working on a client driven goal plan for education, employment, and housing. These services are stabilizing, provide a safety-net, and form the foundation of our relationship with our youth and families. Case Managers are the anchor to all of the services and supports. We proactively connect those we serve to other community-based programs, our work is client centered and is collaborative in design to accomplish their goal plan.

Case Managers work with clients on navigating community resources and supports that can otherwise be overwhelming and cumbersome. This individualized support addresses their specific needs to stabilize and move forward in their goals related to housing, education, and employment for the best possible outcome for the client. We are often the communication link between and among providers to ensure efficiency and avoidance of duplication of services, to stretch every dollar as far as possible.

Our work is rooted in trauma informed practices and with our staff having extensive training along with being QMHA certified. Our program is holistic in nature; providing a true client-centered approach that meeting them literally and figuratively – “where they are”. Our Navigation/Resource One-Stop Center (commonly called our Drop-In Center) provides a

centralized point of access to case management, advocacy, and resource distribution.

Our work is through the federal McKinney Vento law, lacking a fixed, regular, adequate nighttime residence. Most of our clients are school-aged. That means that families with children are living in tents, sleeping in vehicles, living in trailers that lack plumbing and electricity, or doubled up with friends or family. A significant percentage are families without transportation who live in the most rural areas of our region.

Every child should have opportunities to go to school, have nutritious food, and an adequate place to live. Inflation has caused many families on an elevated level of crisis over the past several years. With funding from CDBG we will be able to provide resource and support for those facing the most barriers to get help and support, but are often left off homeless counts. As a homeless youth and family service provider, Maslow Project responded immediately to the crisis. Most of our clients do not qualify for the funding through the state that addresses homelessness because they do not meet the HUD federal definition of homelessness. This leaves a huge gap in services for families with children. If we do not respond they are at risk for ending up in the street.

Depression, isolation, and hunger are up—leading to growing safety concerns. Our programs, weave together community resources with a hands-on approach to referrals and navigation – leveraging & maximizing community partnerships & resources, especially for populations with language or access barriers, and using our resources to address gaps and barriers. Maslow continues collaborations to effectively respond quickly in our community, schools, social service providers, health/mental health providers, law enforcement to facilitate safe camping & emergency shelter, & more housing opportunities with local Housing Authority, to name a few. Additionally, we have added bi-lingual/bi-cultural staff to respond to the growing need of Spanish speaking clients.

During the 22-23 program year we assisted 260 individuals find permanent housing through financial assistance, which is 85 families that had are now housed. Additionally, 127 people were sheltered in a hotel. 42 families are in our permanent supportive housing program. During Fall 2019 we began our partnership with the Housing Authority of Jackson County. We are currently providing Permanent Supportive Housing in Section 8 Project-based vouchers in Medford with 12 units, 8 in Central Point, and 15 units recently with Snowberry II in Ashland, and an additional 6 in White City this past fall. This new partnership helps our clients jump through a 3-4 year Section 8 HUD waiting list and will provide them with ongoing case management post housing to work toward skill and income building.

We propose a continuation of our partnership with the City of Ashland to add on to our comprehensive services for Unhoused Youth and Families. A new position to the Ashland based programming is a Permanent Supportive Housing Case Manager. She will work in coordination with our Ashland Case Manager and Family Advocate to work with students and families who are experiencing homelessness or at risk of homelessness to navigate the rental market, address existing barriers to attaining housing, the application process, and for those in our HAJC

units, ongoing case management working toward self-sufficiency. There is complex trauma associated with homelessness. Maslow is helping mitigate the effects of adverse childhood experiences (ACE's) and preventing long-term impact of chronic homelessness, as a result, our program provides both a high return on investment and long-term positive impact on the community.

Maslow Project's Wrap-Around Services to Unhoused Youth and Families addresses the high priority goals within the City of Ashland's Consolidated Plan of support services for homeless outreach, prevention services and transition. We will provide rent/security deposit assistance to prevent or alleviate homelessness and provide outreach/ direct service to homelessness populations. Additionally, we collaborate with over 40 agencies and the Executive Director sits on the Board of the Continuum of Care which addresses the goals and priorities set forth by HUD; aligning with the City of Ashland's priorities.

We are a direct service provider and also functions as a service "hub"; connecting our clients to community partners (e.g.: medical/dental/mental health, domestic violence, treatment/recovery programs, shelter) in a coordinated effort. Our school-based programs operate from a drop-in center inside Ashland High School allowing us to get upstream and help stabilize youth and ensure educational attainment – thus decreasing the number of youth who become chronically homeless adults. Further, our Street Outreach Team is a source of information and resources to homeless youth and families living on the street. They coordinate with other agencies for referrals and administer TAYSPDAT's for coordinated entry.

Project Objective: Provide stability to homeless youth and families experiencing or at risk of homelessness in the city of Ashland.

- **Objective 1:** Improved safety, health, problem solving skills, and resiliency. 100% of those contacted will have increased access to basic needs, linkages to community-based services, and a safety plan. Target: 100 individuals (youth & families)
- **Objective 2:** 50 clients will receive intensive case management service, service & resource navigation.
- **Objective 3:** 80% of the 50 clients in case management will develop two or more Positive, healthy and supports connections, & increased linkages
- **Objective 4:** 70% of the 50 clients in case management will make measurable growth on their self-sufficiency score
- **Objective 5:** 100% of the 15 families (45 -55 individuals) remain permanently housed in PSH housing

Total project for wrap-around case management and safety-net services, housing deposit/move in assistance, and readiness to rent through our Permanent Supported Housing is estimated at \$210,209.

3) Property and Project Information

N/A

4) Services to be Provided

Eligible Target Population: The population served through Maslow Project’s Ashland program consists of youth between the ages of 0-21 (and their families) residing in Ashland and meeting the McKinney-Vento definition of homelessness - defined by the McKinney-Vento Act as “any student who lacks a fixed, regular, and adequate nighttime residence.” Children may be unaccompanied, or homeless with their entire family. Youth participating in this program are identified in several ways: at point of enrollment in school, by school staff throughout the school year, through self-referral, by Maslow Project outreach staff, and through referrals from partnering agencies. 100% of this population are presumed by HUD to be LMI. 100% of the homeless youth and families we serve fall within the “extremely-low income” category, and earn 30% or less of the Area Median Income.

Services:

In addition to the comprehensive services listed above: 1) Stabilization 2) Case Management 3) Advocacy 4) Outreach 5) School Based Services 6) Permanent Supportive Housing Program 7) Transitional Housing we will do the following:

- Case Management and Basic Needs: food boxes, clothing, hygiene supplies, baby supplies, emergency assistance, etc. These services are inherently preventative and stabilizing, Case Managers also collaborate closely with other providers to ensure seamless wrap-around supports (crisis counseling, health care, employment, addiction, domestic violence, scholarships)
- Rural/Street Outreach: Our 4WD “Mobile Resource Center” is fully stocked with a selection of clothing, food, hygiene supplies and emergency items that can be immediately provided to unsheltered youth/families: delivering resources when they aren’t able to come to us;
- Advocacy: Remove barriers & connect families with resources; Develop individualized client goal plans, assist with accessing emergency/transitional housing, track relevant academic data, assist with educational and/or post-secondary goals;

School Based Services: Provide school supplies, help with transportation, enrollment, and connect families to relevant resources.

5) Work Program and Timeline

The program outlined in this application is ongoing; the activities will be conducted for the Wrap-Around Services funds from the Ashland CDBG during the time period of July 1, 2024 to June 30, 2025. Please see attached project schedule (Form A-2) for more details.

6) Financial Information

Project Expenses: Payroll is based on compensation for a 1) 1 FTE Case Manager (this is an increase in time from prior years), \$49,920; 2) 1 FTE Permanent Supportive Housing Case Manager \$49,920 3); 0.5 FTE Advocate, \$20,080, 5) Payroll tax and benefits are estimated at 26% of total wages, \$31,179.20. These costs are based on actual payroll reports. Payroll costs are based on agency salary schedules and in alignment with market rates. Barrier removal, safety-net needs, emergency hotels stays, deposit/security assistance funds: \$40,000. Indirect/admin rate of 10% of personnel costs estimated at \$19,110 and covered entirely by other non-CDBG sources. **Total cost of this project is \$210,209.** The amount requested from the Ashland Community Development Block Grant represents 16% of our Ashland program budget, and is an essential part of our program support. All other program costs are being leveraged with other funds, including administration and overhead. Please refer to Forms B-2 and C for more information.

7) Eligibility for Federal Funding

Our proposed program delivers the following Federally-eligible activities:

- Client Services
 - a. The proposed project is within the Ashland City Limits, and will take place at Ashland public schools; in public community gathering spots; and at our Resource Center as COVID allows.
 - b. Clients are classified as homeless under the McKinney-Vento Act. Homeless people are presumed by HUD to be principally persons of low and moderate incomes. As noted above, **100% of the individuals Maslow Project has worked with in Ashland since July 2012 fall into the “Extremely Low Income” category.**
 - c. This is a social service application; sections “d”-“i” are not applicable.

8) Maslow Project’s Mission and Service History

Maslow Project empowers youth to thrive independently through supports that stabilize and engage in all aspects of their life. We do this by providing resources for basic needs, removing barriers to education & employment, and fostering self-sufficiency in a collaborative & empowering environment. Our services include: 1) Stabilization; 2) Case Management; 3) Advocacy; 4) Outreach; 5) School Based Programs; 6) Permanent Supportive Housing; and 7) Temporary Emergency/Transitional Housing.

Maslow Project has almost two decades of experience providing evidence-based programs: grounded in best practices and producing life changing, outcome-driven results. Our work has always been trauma-informed, inclusive, and focused on equity. Maslow’s program model is intentionally youth-centered (a best practice). Other best practices we utilize include Trauma-Informed Care, Positive Youth Development - strength-based approaches that foster resiliency. These practices are woven throughout all our programs (low barrier, safe/calming spaces, client

rights and responsibilities, milieu style rapport-building and gold-standard client-care), and are designed to address the specific challenges facing our youth and their families. We also actively utilize evidence-informed approaches, including: Wrap-Around (holistic & integrated), co-case management with other providers, warm referrals, Harm Reduction and meeting youth “where they are at”; eliminating barriers to program access by offering services where youth already congregate (school-based programs, street outreach, drop-in centers). We currently coordinate with over 40 community-based organizations to promote optimal outcomes and stability of our clients - both on-site at our Resource Center and throughout Jackson County.

Executive Director Mary Ferrell founded Maslow Project in 2000 and oversees all programs at the highest level. She represents our clients’ needs on numerous local initiatives and participates in federal efforts that inform and address trends and best-practices for homeless youth-serving agencies across the nation.

9) Self-Sufficiency

Maslow Project’s Wrap Around Services for Unhoused Youth and Families program helps our clients (100% LMI) gain stability & move toward self-sufficiency and helps prevent adult homelessness. Our integrated, wrap-around services stabilize youth and families. Once stabilized clients can engage with case managers and begin the process of working on client driven goals to self-sufficiency related to education, employment, and housing. We coordinate with local agencies to ensure a comprehensive, unduplicated approach to providing services to our clients. Our services are preventive in nature and help to engage clients by using a strengths-based approach when working with individual client goal plans.

We also leverage additional resources to support this program: our *Client Assistance Fund* provides essential and lifesaving needs, our *Graduate Fund* provides Maslow youth an opportunity to continue once they have graduated and provide an opportunity to attend college, trade school or job training. Collectively, this approach helps individuals progress from being in crisis to becoming self-sufficient.

The population served through this project consists of youth between the ages of 0-21 (and their families) who reside in Ashland and meet the Federal Education McKinney-Vento definition of homeless, and are eligible for school enrollment. As noted above, all youth in this population are presumed by HUD to be low or moderate income. In our experience, **100% of homeless youth and families we serve fall within the “extremely low income” category, at 30% or less of the Area Median Income.**

10) Benefits to Extremely Low, Low, and Moderate Income Individuals

Youth homelessness takes a heavy toll on those it impacts. According to the National Center on Family Homelessness, homeless youth **go hungry at twice the rate** of other youth, are **sick four times more often** and have **three times the rate of emotional and behavioral problems**. In

addition, 47% of homeless children experience anxiety, depression and withdrawal, as compared to 18% of other school-aged children; and homeless youth are 87% more likely to drop out of school (USDE).

Maslow Project's Ashland program will serve between **100-145 unduplicated individuals** during the 2024-2025 year – approximately 50 of whom will participate in intensive Case Management and 15 Families in PSH services. These extremely low-income individuals will benefit from the following services:

Project Objective: Provide stability to homeless youth and families experiencing or at risk of homelessness in the city of Ashland.

- **Objective 1:** Improved safety, health, problem solving skills, and resiliency. 100% of those contacted will have increased access to basic needs, linkages to community-based services, and a safety plan. Target: 100 individuals (youth & families)
- **Objective 2:** 50 clients will receive intensive case management service, service & resource navigation.
- **Objective 3:** 80% of the 50 clients in case management will develop two or more Positive, healthy and supports connections, & increased linkages
- **Objective 4:** 70% of the 50 clients in case management will make measurable growth on their self-sufficiency score
- **Objective 5:** 100% of the 15 families (45 -55 individuals) remain permanently housed in PSH housing

In order to participate in Maslow Project's program, youth must be identified as homeless under the McKinney-Vento definition of homelessness. Homeless people are presumed by HUD to be principally persons of low and moderate incomes. Enrolled extremely-low or low-income homeless youth qualifying for services always have priority in our program, and will be able to access services regardless of the number of qualifying moderate-income individuals.

12) Demolition of Low and Moderate Income Housing

N/A

13) Project Feasibility

14) Impact on Significant Properties

15) Other Materials

Please see attached letters of support from Housing authority of Jackson County and the Maslow Project's Board of Director's List

The CDBG Application Checklist and Forms A-2, B-2, C and D follow this

16) CDBG Application Checklist

CITY OF ASHLAND

2024 Program Year

CDBG APPLICATION CHECKLIST

In order to determine compliance with all applicable HUD regulations and to help to ensure that projects will be eligible for CDBG funding, the City of Ashland will need to address all HUD requirements. The purpose of this checklist is to point out areas where potential problems could arise. Obviously, this is a comprehensive list, which must evaluate a wide array of different kinds of proposals. Therefore, not every item will be applicable to every project. **Please fill it out entirely indicating all items which are not applicable and include it as part of your proposal application.**

A. Applicant's Background	Yes	No	N/A
1. Is the applicant a legal non-profit organization or unit of government?	X		
2. Do the proposed clients or users of the project meet HUD Income Guidelines (see page 10 for guidelines)?	X		
3. Does applicant have the capability to maintain written income documentation?	X		
4. Has the applicant made a legal or financial commitment to a proposed project?	X		
5. Is the applicant primarily a religious organization?		X	
6. Has the applicant administered a CDBG project previously?	X		
7. Is your agency willing and able to provide all required reports and accountability to the City as required by HUD?	X		
B. Project Location and Land Use Issues	Yes	No	N/A
1. Has a location for the project been selected?			X
2. Is the proposed project within the Ashland City limits?	X		
3. Does the proposed project meet local zoning and land use laws?			X
4. Are any land use permits such as a Site Review, partition, annexation or Conditional Use Permit required?			X

5. Have these approvals been obtained?			X
6. Does the project comply with current building code requirements?			X
7. Does the project meet handicapped accessibility requirements?			X
C. Environmental Issues	Yes	No	N/A
1. Is the project located in the 100-year floodplain?			X
2. Is a wetland located on the project site?			X
3. Has any environmental contamination been identified on the project site?			X
4. Has asbestos been identified on the project site?			X
5. If project involves an existing structure, was it built 1978 or earlier? If year built is known, please specify.			X
6. Is the proposed project located on a major arterial or near the railroad?			X
7. Is the proposed project located adjacent to an above ground flammable storage tank?			X
8. Does the proposed project involve a structure that is 50 years or older?			X
9. Will the applicant complete a Phase I environmental review upon receiving a CDBG award?			X
D. Labor Requirements	Yes	No	N/A
1. Does the project involve construction over \$2,000 in cost?			X
2. Will the project trigger Davis-Bacon wage requirements?			X
3. Will the project trigger BOLI wage requirements?			X
4. Does the project involve over \$18,703 in City awarded grants or contracts?			X
E. Displacement and Relocation	Yes	No	N/A
1. Will tenants be displaced by the project?			X
2. Will a business be displaced by the project?			X

3. Will housing units be demolished or converted?			X
F. Property Data	Yes	No	N/A
1. Does the applicant own the property by fee simple title?			X
2. Are taxes on the property current?			X
3. Is insurance current?			X
4. What is the current debt against the property?			X
5. What is the current use of the property?			X
6. Has an appraisal on the property been conducted? If yes, what is the assessed value of the property?			X

Form A-2
To be completed for Social Service Proposals

Social Services Proposals

Activity	Start Date	Completion Date
<p>Case Management and Advocacy: Identify homeless students, provide services/referrals/ basic needs, track academic data, establish client goals.</p> <p>Case Manager and Advocate will work with homeless youth and families on client driven goal plans related to employment, health, education, and housing to improve self-sufficiency.</p> <ul style="list-style-type: none"> • 100% of those contacted will have increased <u>access to basic needs, linkages to community-based services</u>, and/or educational advocacy. (Target: 100-150 homeless Ashland youth/family members). • 45 individuals that are most at need for services will receive resource and service navigation, linkage and warm-referrals to other organizations for the best possible outcome of the client • 15 families (45-55 individuals) will receive PSH case management services 	7/1/24	6/30/25
<p>Collect Outcome Data: Individuals & Families are assessed at start of case management with an intake appointment (improved employment and/or education) through on-going advocacy & case management:</p> <ul style="list-style-type: none"> • 80% of the 45 clients in case management will develop two or more Positive, healthy and supports connections, & increased linkages • 70% of the 45 clients in case management will make measurable growth on their self-sufficiency score • 100% of the 15 families will remain permanently housed in PSH <p>We have extensive intake, tracking, and documentation procedures in place. ClientTrack is our database for documenting assessments, demographics, tracking client services and program enrollments, and monitoring client progress.</p>	7/1/24	6/30/25

Social service providers should list key benchmarks in the table above for their proposed projects (IE hire of personnel, application for further funding, initiation of direct client services, etc.)

Form B-2
To be completed for Social Service Proposals

Social Service Proposals

	Total Cost	CDBG Request	Other Source(s)
Client Assistance / & Barrier Removal Funds / Deposits	\$40,000	\$0	\$40,000
Wages and benefits (of personnel providing direct client services) Case Manager, PSH Case Manager, & Advocate	\$151,099	\$18,000	\$133,099
Materials/Supplies	\$0	\$0	\$0
Marketing/Outreach	\$0	\$0	\$0
Program Administration Includes overhead and general staffing necessary to administer the program (accounting, management, grant administration) but that does not provide direct benefits to the client.	\$19,110	CDBG Funds are not available for program administration	\$19,110
Total Project Cost	\$210,209	\$18,000	\$192,209

Form C

SOURCE(S) OF FUNDS FOR OPERATING EXPENSES WORKSHEET

Completeness of this worksheet establishes the capacity of the organization to sustain the operations of the program(s).

Sources	Secured	Conditional (awarded with conditions)	Tentative	Commitment Date
Federal Grants	\$15,000 SOP	\$0	\$0	\$15,000 9/1/22'
State Grants	YEHP \$20,000 \$20,000 YDC	\$0		\$20,000 YDC & YEHP 7/1/23
Local Grants	\$20,000 ACCESS \$5,000 Butler	\$0	\$18,000 Ash. CDBG \$15,000 Carpenter Oregon Community: \$17,000	\$20,000 ACCESS Secured 12/23 \$5,000 Su -23' \$15,000 10/23 CDBG- Spring 24' OCF- \$17,000 8/24
Non- Governmental Grants	\$25,000 Ford Family Found. (3 year grant) Miller Foundation \$15,000 (2 year grant)		\$10,000 Providence Mental Health	\$25,000 TFF Secured 8/21 \$15,000 2/23 secured \$10,000 Providence 4/24

Donations/Gifts	\$0	\$0	\$14,209	FY 2024-2025
Applicant Contribution	\$0	\$0	\$0	N/A
Program Income	\$0	\$0	\$0	N/A
Loans	\$0	\$0	\$0	N/A
Other (specify)	\$6,000 Ashland School District	\$0	\$0	\$6,000 Secured 7/2023
Other (specify)	\$0	\$0	\$0	N/A
TOTAL	\$106,000	\$0	\$104,209	\$210,209

Please provide a description the timeline of loan and grant application dates as related to the proposed project. Specifically, for any tentative funding sources please provide application dates, award dates and funding availability dates. Funds listed above include: Ashland School District: \$6,000 secured; Ford Family Foundation: \$25,000 secured; Miller Foundation: \$15,000 Secured; Oregon YEH: \$20,000 Secured;: Secured \$10,000; Carpenter: \$15,000 Secured, Federal SOP: \$15,000 secured; ACCESS SHAP rental deposits: \$20,000 – secured 12/23. Tentative: Ashland CDBG: \$18,000-applied; GS Butler Fund: \$5,000 (renewed annually); Providence Partners in Health: \$20,000,000 – applied; OCF Community: \$17,000 will apply; Individual Donations: \$14,209 to be raised in fiscal year.

Form D

DISCLOSURE OF INTERESTS

To assist the City of Ashland in determining whether there may be a potential conflict of interest related to the expenditure of Community Development Block Grant funds we request the following information be provided by applicants:

ORGANIZATION NAME: Maslow Project

- Organization is:
- 1. Corporation ()
 - 2. Non-Profit 501C3 (X)
 - 3. Partnership ()
 - 4. Sole Owner ()
 - 5. Association ()
 - 6. Other () _____

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the names of each "employee" of the City of Ashland having a financial or personal interest in the above mentioned "organization" or project proposed.

Name, Job Title and City Department

2. State the name(s) of any current or prior elected or appointed "official", of the City of Ashland having a potential "financial interest" in the organization or project.

Name/Title

 N/A

3. Provide the names of each "board member" of the Organization seeking CDBG funding Name Board, Commission, or Committee (may be attached as a separate Sheet)

1 Scott Clauson, Board Chair – Executive/Development Committee

2 Jamie Hazlett, Past Chair - Executive/Program Committees

3 Lisa Morris, Vice Chair – Executive/Development Committee

4 Sharilyn Cano, Secretary – Executive/Development Committees

5 Amy Zarosinski, Treasurer – Executive/Finance Committees

6 Eric Maxwell- Program Committee

7 _____

8 _____

If the applicant has provided names in question 1 or 2, please provide details regarding any known potential conflicts of interest in an attached narrative.



HOUSING AUTHORITY OF JACKSON COUNTY

2251 TABLE ROCK ROAD MEDFORD OR 97501

PH/TDD (541) 779-5785

FAX (541) 857-1118

January 22, 2024

The Housing Authority of Jackson County is pleased to support this application from Maslow Project in support of their work with homeless youth and families in the Rogue Valley. Maslow helps this population overcome the numerous barriers to become stabilized and securing permanent housing. The work they do meets a critical and growing need in our community to help families address those barriers, navigate the steps and process for finding and securing housing, and often supporting the costs associated with application fees, deposits, and emergency hotels as a bridge resource to permanent housing.

The case management and navigation services Maslow Project offers to individuals both prior and post housing, help ensure skills are developed to promote better outcomes for both tenants and landlords. The Housing Authority of Jackson County currently partners with Maslow Project on 40 project based units in Jackson County and we look forward to supporting their work and growing our partnership to serve even more low income and homeless families.

Should you have any questions please contact me.

Sincerely,
Cara Carter

Cara Carter
Director of Housing Programs
Ext. 1002
cara@hajc.net



CITY OF ASHLAND
2024 Program Year Community Development Block Grant (CDBG)
Application

These completed Sheets shall be included as the first pages on all submittals.

I. APPLICANT INFORMATION

Applicant Organization Name:

Sunstone Housing Collaborative

Executive Director's Name(s): Krista Palmer

Board Member Names (attach separate sheet)

Jill Franko , Dan Ruby

Applicant Mailing Address:

919 Bellview Ave #1
Ashland, OR
97520

Applicant Street Address:

919 Bellview Ave #1
Ashland, OR
97520

IRS Classification: Public Charity Status 170(b)(1)(A)(vi)

Federal Tax ID#: 93-4638323

Mission Statement: (may be attached)

Sunstone Housing Collaborative was established in December 2023 to support the educational mission of Ashland School District and the associated Housing Production Strategy of Ashland by utilizing district owned land to develop affordable housing intended for district staff and low to moderate income families with children in order to increase long term sustained enrollment and retain staff members.

Total Employees: N/A **Total Volunteers:** 3

II. CONTACT PERSON (designate a contact person who is familiar with the project)

Name: Krista Palmer
Title: Executive Director
Phone Number: 949-278-7665
Fax Number: _____
E-mail Address: kristapalmer80@gmail.com

III. PROJECT INFORMATION SUMMARY

Project Name or Title:

Affordable Housing Development at E. Main and S. Mountain Ave in Ashland, OR_

Expected Completion Date: Phase 1: January 2026

Requested CDBG Funds: \$ 143,660.

Organizational Match: \$ _____

Funds from Other Sources: \$ 177,500.00 from Allcare

Total Project Cost: \$ initial estimated expenses for land acquisition \$700,000

SUNSTONE HOUSING COLLABORATIVE ASHLAND AND GREATER JACKSON COUNTY, OR

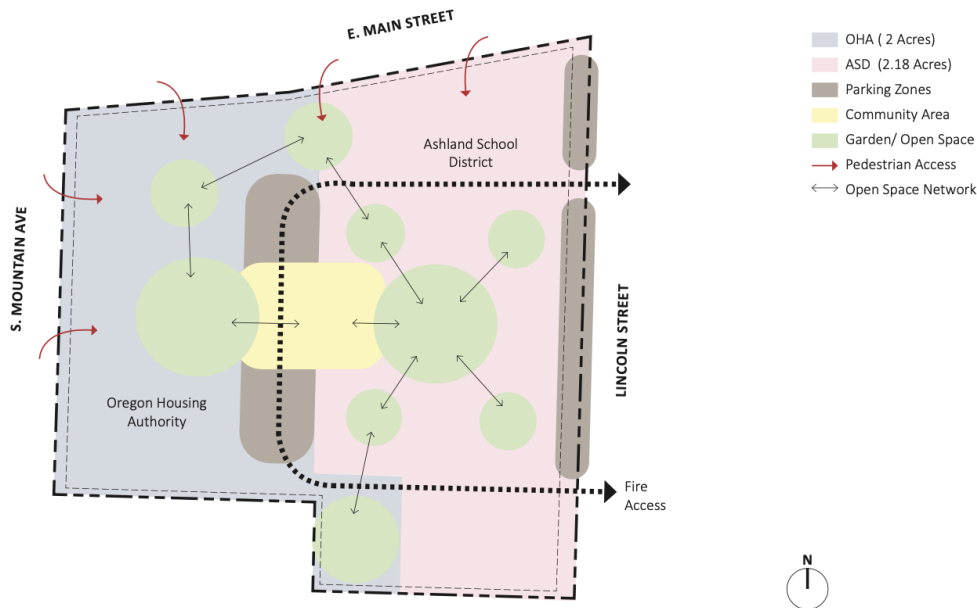
Provide the information listed below numbered and, in the order, listed so that we can find the required information easily and award full credit for your responses. If the question does not apply to the proposed project write N/A.

1) Complete Application Form (included).

2) A project summary including a brief description, project background and a list of project objectives

Sunstone Housing Collaborative was established in December 2023 to support the educational mission of Ashland School District and the associated Housing Production Strategy of Ashland by utilizing district owned land to develop affordable housing intended for district staff and low to moderate income families with children in order to increase long term sustained enrollment and retain staff members. To achieve this goal, Ashland School District has identified a parcel of land within city limits and approved that land to be sold to one or more nonprofit low income housing developers. A working agreement will be made with ASD for Sunstone Housing to facilitate the sale of the land with the expectation that market value will be received by the district upon transfer. It is highly likely that a nonprofit housing developer will seek to purchase the land BELOW market value, therefore it is imperative that Sunstone Housing Collaborative seeks funding through the CDBG grant to offset a lower sale price and ensure that Ashland School District receives expected revenue for the land.

3) Property and Project Information relating to acquisition, rehabilitation, site clearance, and development (section not applicable for social service applications involving direct services to qualified low- or extremely low- income persons) Provide a map showing the project's location. If the project will serve a specific area, proposed project boundaries should be shown.



SITE LAYOUT
Programing

ASD Housing
Feasibility Study

Describe details regarding any property proposed for acquisition, indicating the following:

a) Property location relative to jobs, schools, transportation, shopping and services

The property lies central to the city of Ashland with the following resources within close proximity:

- RVTD Route 10 bus stop is within .5 miles which provides direct service from southern ashland to the Rogue Valley Transit Center in Medford
- Three public elementary schools within 1.5 miles, Two middle schools within 1 mile and high school less than .5 miles
- Hospital and medical services are within 2 miles and in proximity to bus routes
- Grocery shops are within .5 to 2 miles
- Being that the property is within the center of the city, access to employment is readily available

b) Total floor area of buildings, and size of land site

Size of land site is 4.18 acres

c) Types of residential units, number of each type of unit, and total number of bedrooms

Estimates of potential HAJC Apartments: (total 50 units with +- 97 bedrooms)

Studio/ 1bed 1 bath: 14

2bed/1 bath: 14

2/3 bed / 2 bath: 22

Estimates of other nonprofit partnered affordable housing: (total 42 units with +- 83 bedrooms)

Apartments:

1b/1bath: 8

2/ 3 bed / 2 bath: 15

Townhouses, 2 /3 bed / 2 bath: 12

Modular Housing, studio, 1bed/1bath: 7

d) Number of extremely low, low-, and moderate-income units proposed.

50 units proposed to be available to extremely low and low income, with 42 units available for low to moderate income

e) Number of units accessible to the disabled

In compliance with the following regulation, a minimum of 5 units will be fully accessible to the disabled.

(All Federally assisted new construction housing developments with 5 or more units must design and construct 5 percent of the dwelling units, or at least one unit, whichever is greater, to be accessible for persons with mobility disabilities. HUD.gov)

f) Square footage of units and description of amenities such as private balconies or storage areas

TBD through RFP process

g) Square footage of common areas such as community or laundry rooms

TBD

h) Square footage of commercial space if any

N/A

i) Year property was built. If pre-1978, will it be occupied by children under the age of six?

N/A Property is currently vacant land without improvements

j) Describe condition of any existing housing proposed for acquisition and any alterations planned. Briefly discuss the total cost of the proposal relative to new construction.

N/A Property is currently without existing housing

k) If the project involves rehabilitation attach a description of the work to be completed.

Historically, there was a pond on site which was questionably filled to construct the field (possible environmental concern pending review)

l) Describe the target population. Include the suitability of the property for the target population, the tenant selection process, brief description of any residential services and the resources identified to fund the services.

The target population for this property and subsequent improvements are individuals and families with children who meet income requirements of 30% AMI (extremely low income), 50% AMI (low income), 80% AMI (moderate income) with some targeting 100% AMI (medium income).

m) Indicate how many years the property will remain affordable and the mechanism that will be used to ensure the affordability period.

It is in the interest of the school district and the city of Ashland that the property and subsequent improvements remain affordable indefinitely. To ensure this status remains, when the sale of the land occurs, there will be stipulations within RFP for any builder to be singularly focused on the development of affordable housing units as defined by HUD.

4) Briefly describe the services to be provided, if any, and describe the eligible target population receiving direct benefit from these services (low-income, homeless, special needs).

Community space will be available to local service providers for the opportunity to partner in supporting the residents through onsite assistance as needs are identified.

5) A work program and timeline including a complete list of tasks with estimated start and completion of each task (please complete attached Form A – Project Schedule).

Rfp disbursement
Acquire property
Select developer
Begin construction
Projected completion

6) Financial Information

A budget describing total cost, cost per task, existing (secured) project funds and unfunded costs. Identify any and all source(s) of funding. This would include other Federal and State grants and loans, monetary donations, in-kind contributions, volunteer labor, donation of materials and supplies, etc. In addition to addressing the questions below please complete attached Form B – Uses of Funding & Form C – Sources of Funding. Provide a detailed financial description of the proposed project, including Rent Schedule, Sources/Uses of Funding and Operating Budget Income/Expense, and utility allowances.

a) Describe the assumptions used to determine the total project cost. Indicate the sources consulted and how costs were determined.

Land acquisition, RFP disbursement, development costs for 100 units, resources from Jackson county

b) Was consideration given to remaining economic life of the property and potential cost increases such as unanticipated repair or relocation costs? Maintenance costs? Operating costs?

(Not applicable for social service applications involving direct services to qualified low- or extremely low- income persons)

Maintenance and operating costs tbd by future developer

c) Describe the financial assumptions used to develop the operating budget. Include projected rent increases, other sources of income for operation and maintenance expenses, and inflationary factors. For social service award requests please include financial assumptions relating to increases in wages, materials and overhead, or other costs associated with the proposed activity.

Tbd per rfp/developer

d) Discuss non-typical expenses or those outside industry standards.

Potential costs for energy conservation, modified construction, e-car charging, universal design

Through the RFP process, Sunstone Housing Collaborative will communicate the imperative of designing and developing housing that exceeds best practices regarding energy efficiency, sustainable construction methods and particular attention paid to utilizing universal design methods in order for the housing to be accessible to the widest population possible.

e) Attach letters of funding commitment from other sources, if available.

Included letter of funding from Allcare

f) Will a property tax exemption be requested for the project? If so, what is the estimated dollar value of the tax exemption over the twenty-year period? Please briefly detail the calculation method used to estimate the value and the process your organization would undertake to obtain the exemptions or appraised value adjustment.

(Not applicable for social service applications involving direct services to qualified low- or extremely low- income persons)

This will be determined by the developer

7) Eligibility for Federal Funding

Will any of the following activities be part of the proposed project?

- **Property Acquisition** YES
- **New Construction (non-residential)** Yes, if included in this category are community resource buildings and resident storage
- **Removal of Architectural Barriers** NO
- **Rehabilitation Costs** NO
- **Development Costs** YES
- **Client Services** NO
- **Specification Preparation (Construction/Rehab)** YES, there will be demolition of current non-residential structures and preparation of city-required infrastructure
- **Relocation Benefits (if required)** N/A
- **Appraisal (for acquisitions)** NO, estimate of value obtained through ASD

Federal funding has certain regulatory requirements. The following information is required to determine eligibility for federal funding.

General Information

a) Is the proposed project within the Ashland City limits? If not, explain.

Yes

b) Specify the proposed tenant or client income level; state in terms of percentage below area median for the Medford-Ashland standard metropolitan statistical area (MSA).

The target population for this property and subsequent improvements are individuals and families with children who meet income requirements of 30% AMI (extremely low income), 50% AMI (low income), 80% MFI (moderate income) with some targeting 100% MFI (medium income).

c) Describe any financial or legal commitments made to the project. Housing Development, Land Acquisition, or Rehabilitation Specific Information

There have been no financial or legal commitments made with regard to this project.

d) Will permanent housing units be converted or demolished? If so, how many?

N/A as the site for proposed acquisition is currently undeveloped

e) Is the proposed housing site located in a 100-year flood plain?

This information will be determined upon completion of environmental assessment

f) Has a Level 1 environmental assessment been done for the site? If yes, attach the report.

No

g) Is the proposed housing site located adjacent to a major arterial road or near a railroad?

The proposed property is located approximately .3 miles from a railroad and .5 miles from the nearest arterial road (Siskiyou Blvd).

h) Is the proposed site located adjacent to an aboveground flammable storage tank?

No

i) Will the proposed project impact historic features? If yes, explain.

No

8) Briefly describe the agency's mission and service history. The City may request copies of the agency's financial audit or review for the last two years prior to contract signing in order to determine agency's capability to successfully complete the project.

Sunstone Housing Collaborative was established in December 2023 to support the educational mission of Ashland School District and the associated Housing Production Strategy of Ashland by utilizing district owned land to develop affordable housing intended for district staff and low to moderate income families with children in order to increase long term sustained enrollment and retain staff members.

Sunstone Housing Collaborative has built a partnership with the Ashland School District to secure an initial build site on the property currently owned by the district at E. Main and S. Mountain Ave in Ashland. This location ensures the opportunity for future residents to benefit from living in housing that is affordable, in proximity to public transportation, schools, and local employment; all factors that promote a thriving community.

As a long term focus, Sunstone Housing Collaborative exists to partner with landowners to facilitate the development of affordable housing in order to meet the growing gaps in housing available in Ashland and greater Jackson County.

9) Will the project promote self-sufficiency for extremely low-, low- moderate-income families, or individuals with special needs?

The development of new affordable housing promotes self-sufficiency of low-moderate income families by removing two of the primary barriers to obtaining and retaining a safe and reliable place to live: cost and availability. Secure and affordable housing enables people to focus on growing and thriving in the communities where they live. Self sufficiency for people with disabilities may be promoted with ground level ADA accessible housing units that foster inclusion in the greater community.

10) Please identify how your project benefits extremely low-, low- and moderate-income individuals or individuals with special needs.

The development of new affordable housing in the center of Ashland can help mitigate the consequences of financial instability that low and moderate income individuals face, particularly when a majority of their income is spent on a place to live. Reducing the amount of money required to obtain housing enables low and moderate income individuals to gain physical and financial security that might otherwise be impossible, creating potential for greater involvement in community life through education, commerce and public service.

a) For proposed projects serving a low-income area (i.e. public facility improvements, community center or other neighborhood serving facility), provide the following data, including documentation of the sources of information for the following statistics: N/A

• **Number of extremely low-, low- and moderate- income individuals served in the project area on an annual basis.** 100% of project will meet this need

• **Total number of individuals served in project area on an annual basis.**

Tbd based on developer. Minimum goal of 100 households to be specified in RFP.

b) For proposed projects serving a target population (i.e. homeless families, battered women, people with AIDS, special needs populations, etc.) provide the following data, including document sources of information for statistics. NO

• **Specify the target population to be served.**

Low and moderate income individuals and families

• **Number of low and moderate-income individuals in target population to be served on an annual basis. (This count cannot include repeated visits or use by the same individuals.)**

TBD based on occupancy

• **Total number of individuals in target population to be served on an annual basis.**

TBD based on occupancy

• **Percent low and moderate income.**

100%

11) Briefly describe how your proposal will ensure that moderate- income individuals do not benefit to the exclusion of extremely low or low-income individuals.

The housing will be available exclusively to low and moderate income individuals that meet income eligibility requirements

12) Indicate if you expect the project to cause low and moderate- income housing to be demolished or converted to another use (see attachment “Relocation Strategy Guidance”). If so, explain

N/A

13) Project Feasibility: Please describe your readiness to proceed concerning whether land use issues have been resolved and whether your organization has the administrative capacity to complete the project proposed.

Describe the feasibility of the project:

a) Does the applicant have the experience and capacity to complete and or manage the project proposed? Briefly describe applicant’s capacity and experience in providing, maintaining and managing housing, particularly low-income housing similar to the proposed project.

This will be answered by the skills and specialties of individuals who comprise the board.

SHC is acting in capacity as liaison and project manager with the developer, on behalf of the school district. Developer to be selected through RFP requiring that applicants have the experience and capacity to acquire funding and develop affordable housing needs as outlined.

b) Are the ongoing operating expense and maintenance reserve estimates reasonable?

Yes. Land values estimate has been determined by recorded market values.

c) Does the applicant have a purchase option on the property, letter of support from the property owner(s), or some other assurance that the property is available for acquisition?

The applicant (Sunstone Housing Collaborative) will have a master service agreement with the Ashland School District to ensure the transfer of land to the applicant for its sale and subsequent development.

d) Does the project require temporary or permanent relocation and if so, have comparable units been identified and costs of relocation been accurately determined? Provide a tenant relocation strategy, cost estimate and existing tenant survey to address federal Uniform Relocation Act requirements which may impact your project.

N/A

e) Describe relocation strategy for the project.

N/A

f) Does the project require land use approvals such as Site Review, Annexation, Zone Change, Minor Land Partition, Demolition, or Conditional Use permits?

No

g) Has a pre-application been completed with the Ashland Planning Department?

No

h) What is the condition of any improvements on the property and what is the expected life of the property?

Existing improvements upon the property include a baseball field, dugouts, restroom building, maintenance shed all of which will be demolished for the development of housing.

i) Describe commitment of project funding from other sources

Sunstone Housing Collaborative has received \$177,500 from AllCare Health that will contribute to administrative and legal fees for the initial phase of the project which includes compiling and releasing an RFP for development of at least half of the land. Additional funding has been requested through Jackson Care Connect and the City of Ashland Social Services Grant.

14) Indicate whether the project will have any negative impacts on historic or architecturally significant properties on the environment. All projects will be subjected to an Environmental Review Report and certain projects depending on scale, i.e., new construction, must undergo an Environmental Assessment.

The current state of the land and its improvements do not indicate a significance that prohibits their demolition for the purpose of developing housing.

15) Please attach any other statistical data, letters of support, applicable experience of the sponsor, evidence of financial support from other funding sources, or other material you believe will assist the City in its review of your proposal.

16) CDBG Application Checklist (included)

Form A-1
To be completed for Development or Rehabilitation Proposals

Housing Proposals

Activity	Start Date	Completion Date
Site Planning & Development	TBD per RFP Respondant	
Option		
Site Acquisition		
Plan Development		
Pre-application		
Land Use Approval		
Construction Plans		
Final Bids		
Contractor Selection		
Building Permits		
Grant applications		
local	City of Ashland SS Grant 1/24	
state		
federal		
Non-government		Allcare received 2/2024
other		
Loan Applications		
Construction loan	N/A	N/A
Permanent	N/A	N/A
Construction Phase		
Construction	12/2024	5/2025
Certificate of Occupancy	5/2025	12/2025

Please provide your best (realistic) date estimates regarding the project schedule

Form B-1
To be completed for Development or Rehabilitation Proposals

Uses of Funding

Housing Proposals

	Total Cost	CDBG Request	Other Source(s)
Acquisition Costs			
Land	700,000.00	143,660.00	\$177,500 from Allcare
Improvements	n/a		
Liens and other Taxes	tbd		
Closing costs	tbd		
Off-Site costs	tbd		
Other			Pending City of Ashland SS Grant
SUBTOTAL			
Development Costs	All development costs tbd based on selected respondent to RFP. Will provide report upon receipt		
Land Use Approvals			
Building Permits/fees (Include Engineering and Community Development Fees)			
System Development Charges (SDCs)			
Relocation Costs			
Environmental Report / Lead Based Paint Clearance			
Soils Report			
Survey			
Marketing			
Insurance			
Other			
Fees	All additional fees tbd based on selected respondent to RFP. Will provide report upon receipt.		
Architectural/Engineering			
Legal/Accounting			
Appraisals			
Lender fees			
Construction Loan			
Permanent Loan			
Tax Credit Fees			
Developer Fee			
Consultant Fee			
Other			
TOTAL	est. \$100,000,000	143,660.00	est. \$177,500.00

Form C

SOURCE(S) OF FUNDS FOR OPERATING EXPENSES WORKSHEET

Completeness of this worksheet establishes the capacity of the organization to sustain the operations of the program(s).

Sources	Secured	Conditional (awarded with conditions)	Tentative	Commitment Date
Federal Grants				
State Grants			LIFT program funding	
Local Grants			City of Ashland SS Grant	
Non-Governmental Grants	Allcare \$177,500			2/2025
Donations/Gifts				
Applicant Contribution				
Program Income				
Loans				
Other (specify)			OCF Reed & Carolee Walker Grant	
Other (specify)			US Bank Community Funding Grant	
TOTAL				

Please provide a description of the timeline of loan and grant application dates as related to the proposed project. Specifically, for any tentative funding sources please provide application dates, award dates and funding availability dates.

City of Ashland SS Grant: Application submitted 1/26/2024

Allcare grant awarded 1/2024, funding availability 3/2024

OCF Reed and Carolee Walker Grant application due Feb 12, awarded 5/2024

US Bank Community Funding Grant application due 7/2024, awarded 12/2024

Oregon LIFT funding proposal due 9/2024

Form D
DISCLOSURE OF INTERESTS

To assist the City of Ashland in determining whether there may be a potential conflict of interest related to the expenditure of Community Development Block Grant funds we request the following information be provided by applicants:

ORGANIZATION NAME:

Sunstone Housing Collaborative

- Organization is:
- 1. Corporation ()
 - 2. Non-Profit 501C3 (x)
 - 3. Partnership ()
 - 4. Sole Owner ()
 - 5. Association ()
 - 6. Other () _____

DISCLOSURE QUESTIONS

If additional space is necessary, please attach a separate sheet.

1. State the names of each "employee" of the City of Ashland having a financial or personal interest in the above-mentioned "organization" or project proposed.

Name, Job Title, and City Department

N/A

2. State the name(s) of any current or prior elected or appointed "official" of the City of Ashland having a potential "financial interest" in the organization or project.

Name/Title

N/A

3. Provide the names of each "board member" of the Organization seeking CDBG funding Name Board, Commission, or Committee (may be attached as a separate Sheet)

- 1 Jill Franko
- 2 Dan Ruby
- 3 _____
- 4 _____
- 5 _____
- 6 _____
- 7 _____
- 8 _____
- 9 _____
- 10 _____
- 11 _____
- 12 _____
- additional _____

Having recently received approval for nonprofit status from the IRS on 1/19, Sunstone Housing Collaborative is in the development stage of assembling a board of directors.

If the applicant has provided names in question 1 or 2, please provide details regarding any known potential conflicts of interest in an attached narrative.

CITY OF ASHLAND
2024 Program Year
CDBG APPLICATION CHECKLIST

In order to determine compliance with all applicable HUD regulations and to help to ensure that projects will be eligible for CDBG funding, the City of Ashland will need to address all HUD requirements. The purpose of this checklist is to point out areas where potential problems could arise. Obviously, this is a comprehensive list, which must evaluate a wide array of different kinds of proposals. Therefore, not every item will be applicable to every project. **Please fill it out entirely indicating all items which are not applicable and include it as part of your proposal application.**

A. Applicant's Background	Yes	No	N/A
1. Is the applicant a legal non-profit organization or unit of government?	x		
2. Do the proposed clients or users of the project meet HUD Income Guidelines (see page 10 for guidelines)?	x		
3. Does applicant have the capability to maintain written income documentation?	x		
4. Has the applicant made a legal or financial commitment to a proposed project?		x	
5. Is the applicant primarily a religious organization?		x	
6. Has the applicant administered a CDBG project previously?		x	
7. Is your agency willing and able to provide all required reports and accountability to the City as required by HUD?		x	
B. Project Location and Land Use Issues	Yes	No	N/A
1. Has a location for the project been selected?	x		
2. Is the proposed project within the Ashland City limits?	x		
3. Does the proposed project meet local zoning and land use laws?	x		
4. Are any land use permits such as a Site Review, partition, annexation or Conditional Use Permit required?	x		
5. Have these approvals been obtained?		x	
6. Does the project comply with current building code requirements?	x		
7. Does the project meet handicapped accessibility requirements?	x		

C. Environmental Issues	Yes	No	N/A
1. Is the project located in the 100-year floodplain?		x	
2. Is a wetland located on the project site?		x	
3. Has any environmental contamination been identified on the project site?		x	
4. Has asbestos been identified on the project site?		x	
5. If project involves an exiting structure, was it built 1979 or earlier? If year built is known, please specify.			x
6. Is the proposed project located on a major arterial or near the railroad?	x		
7. Is the proposed project located adjacent to an above ground flammable storage tank?		x	
8. Does the proposed project involve a structure that is 50 years or older?			x
9. Will the applicant complete a Phase I environmental review upon receiving a CDBG award?	x		
D. Labor Requirements	Yes	No	N/A
1. Does the project involve construction over \$2,000 in cost?		x	
2. Will the project trigger Davis-Bacon wage requirements?		x	
3. Will the project trigger BOLI wage requirements?		x	
4. Does the project involve over \$18,703 in City awarded grants or contracts?			x
E. Displacement and Relocation	Yes	No	N/A
1. Will tenants be displaced by the project?		x	
2. Will a business be displaced by the project?		x	
3. Will housing units be demolished or converted?		x	
F. Property Data	Yes	No	N/A
1. Does the applicant own the property by fee simple title?			x
2. Are taxes on the property current?	x		
3. Is insurance current?	x		
4. What is the current debt against the property?			x
5. What is the current use of the property?			x
6. Has an appraisal on the property been conducted? If yes, what is the assessed value of the property?		x	



allcare cco

December 20, 2023

Jill Franko
955 Bellview Ave.
Ashland, Oregon 97520

Dear Jill,

Thank you for your funding application to the AllCare Health SHARE Fund for **“Teacher, Staff, Student Housing Ashland School District”**. The Community Health Integration Team is very pleased to award **Ashland School District** with **\$177,500.00** towards the implementation, success, and expansion of the work that you do. This funding is awarded toward the purposes detailed in your application documents. The sideboards include: **SIDEBOARDS NOTED HERE (BOLD SIDEBOARD)**.

We appreciate the opportunity to support your work and are eager to learn more about the impact **“Teacher, Staff, Student Housing Ashland School District”** has in the community. We are particularly interested in vignettes demonstrating effectiveness and in measurable outcomes related to providing your program. These would include projected outcomes listed in your application: **provide a minimum of 60-100 units of affordable housing to families and teachers, and increase our student enrollment by 150-200 new students.**

Please reference this reporting schedule for your convenience:

Progress Report: **07/15/24 and 01/15/25**

Final Project Outcomes Report: **01/15/26**

Report Link: <https://app.smartsheet.com/b/form/702964464683482986d067ce05df325e>

In addition to regular reporting, please update our team with relevant news stories, events, and media coverage related to **“Teacher, Staff, Student Housing Ashland School District”**. These stories help us to better understand the human and community aspects of your work. Your application indicated that you will be providing the following recognition for this grant: **AllCare logo on agency banner or signage**. Please contact our Branding Department at branding@allcarehealth.com for logos and templates and to notify us of any planned recognition so we may share on our Facebook page, <https://www.facebook.com/AllCareHealthOR>.

If you foresee any obstacle in using donated funds as described or meeting reporting deadlines, please contact Jennifer Gustafson at Jennifer.Gustafson@allcarehealth.com for assistance, extension, or to arrange the return of the funds.

We appreciate the work that you and your colleagues do to improve lives in Southern Oregon and statewide and we look forward to working together.

Sincerely,


Doug Flow, PhD
Chief Executive Officer

Jill Franko/Date

Certified



AllCare CCO, Inc., An Oregon Benefit Company

1701 NE 7th St.
Grants Pass, OR 97526
Phone (541) 471-4106
Fax (541) 471-3784
Toll free (888) 460-0185
TTY (800) 735-2900
AllCareHealth.com/Medicaid

DATE: March 28, 2024
TO: Housing and Human Services Advisory Committee
FROM: Linda Reid, Housing Program Manager
DEPT: Planning
RE: CDBG Application Staff Evaluation

The City of Ashland is expecting a total of **\$179,575** in Community Development Block Grants (CDBG) for the 2024 Program Year. The City of Ashland may not receive final notification of the annual CDBG award amount from the Department of Housing and Urban Development until after awards have been made. The estimate is included to provide guidance to applicants regarding the expected amount of available funds. The City will reserve the right to award more or less than this estimate depending on the final entitlement amount authorized by Congress and the Department of Housing and Urban Development.

Under CDBG regulatory limits only 15% of the anticipated 2024 allocation is available for social services and thus such awards are limited to approximately **\$26,936**. The City also utilizes 20% of the annual allocation for administrative costs. The amount of funding available for award to capital improvement projects is approximately **\$143,660**.

The City of Ashland Housing and Human Services Advisory Committee will review the grant requests and make a recommendation for grant awards to the City Council. Subsequently, the City Council will hold a public hearing and make a final decision on the grant award(s) at their regular meeting held on April, 19, 2024.

The City of Ashland has received one application for capital funding (the entire amount of funding less administrative costs are eligible for capital projects). The city received one application for public service funding (which can be 15% of the total allocation).

Staff's eligibility assessment of each of the proposals received, and recommendations regarding the allocation of the 2024 CDBG funds are provided on the following pages.

Planning Department

20 East Main Street
Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5300
Fax: 541.552.2059
TTY: 800.735.2900



Proposals Received

Organization	Proposed Project	CDBG Funds Requested	Goal	Consolidated Plan Goal
Maslow Project	Encourage stability, self-sufficiency, and school achievement for homeless youth. *Public Service	\$18,000	Homeless Goals: Provide access to basic needs, information, and referral. Provide case management and housing to improve stability to approximately 100 identified homeless youth ages 0-24.	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted
Sunstone Housing Collaborative	Affordable Housing Development intended for district staff and low to moderate income families with children. *Capital Project	\$143,660	Access to housing units that are affordable and suitable to low-, and moderate-income and special needs households. Approx. 92 units of housing anticipated to be created.	Rental Units Constructed: 15 Household Housing Units Homeowner Housing Rehabilitated: 15 Household Housing Units.

Funding Requested/Available

A total of **\$143,660** in regular CDBG funding is available to distribute to eligible recipients for projects meeting the CDBG national objectives, and which are consistent with the City of Ashland 5-year Consolidated Plan.

CDBG funds will be available upon approval of the 2024 Action Plan, and upon the completion of any regulatory requirements including but not limited to environmental review clearance. Upon completion of the Action Plan a public hearing for review and

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approval will be held before the Housing and Human Services Advisory Committee to ensure consistency with the awards designated by the City Council. The U.S. Department of Housing and Urban Development (HUD) must review the Annual Action Plan submitted by the City to ensure the activities funded are consistent with federal requirements, and with the local Consolidated Plan. The City will reserve the right to award more or less than this estimate dependent on the final entitlement amount authorized by Congress and the Department of Housing and Urban Development.

Assessment Criteria

Staff has assessed the proposals to determine whether they meet the Federal CDBG regulations and address the priorities identified within the City of Ashland 5-year Consolidated Plan.

Three areas are evaluated for each proposal regarding compliance with federal regulations.

- Projects must meet the National Objective of the Community Development Block Grant Program.
- All CDBG funded projects must be an “eligible” use under the Community Development Block Grant Program.
- If a project meets all federal requirements and is selected for award, then federal regulations must be met throughout the course of the project.

Some examples of federal regulations which pertain to Community Development Block Grant funded projects are: all projects funded in whole or in part, with CDBG dollars require an environmental review in accordance with the National Environmental Policy Act (NEPA). Certain construction projects must use federal Davis-Bacon wage rates. Housing involving structures built prior to 1978 must be tested for the presence of Lead Based Paint and if found steps to mitigate Lead Based Paint must be taken. Any project involving the displacement of residents or businesses as a result of the federally funded project are entitled to assistance under the Uniform Relocation Act. Most importantly the beneficiaries from the application of CDBG funds must qualify as eligible populations under the Federal requirements for the CDBG program. Areas of concern are described for each proposal received. The Housing and Human Services Advisory Committee and the City Council can only award CDBG

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funds to projects that can meet all federal requirements and meets an objective as outlined in the City's 5-year Consolidated Plan.

Priorities within the City of Ashland's 5-year Consolidated Plan are given a priority ranking of High, Medium, or Low. The rankings are intended to assist in directing CDBG funds to the greatest needs. In cases where there are competing projects for limited funds, the projects(s) that are ranked the highest will be funded.

Public Service Proposal Evaluation

Maslow Project-School Based Services for Ashland Homeless Youth

Staff has reviewed the Maslow Project, School Based Services for Ashland Homeless Youth Proposal to determine whether it meets the Federal CDBG regulations, and if the proposal addresses the priorities within the City of Ashland 2020-2024 Consolidated Plan. Maslow Project requested \$18,000 in Public Service Grant funds to continue to support a case manager in the elementary, middle, and high schools, providing outreach to high-risk homeless youth and providing them with immediate needs, case management to keep youth engaged in school and promote stability and self-sufficiency for the homeless youth and their families, and to provide temporary housing to homeless youth and families engaged in services.

- This project proposal qualifies under the Low-Moderate Income (LMI) benefit national objective; homeless populations are a presumed benefit population under the CDBG program.
- Services to homeless and at-risk populations are an eligible use of CDBG funds.
- Maslow's proposal expects to provide services and housing to 100 identified homeless school children currently enrolled in the Ashland School District.
- Maslow Project has proven capacity to administer CDBG grant funds-this would be Maslow's ninth year of undertaking this activity in Ashland.
- Staff finds that Maslow Project's proposal is consistent with goals identified in the City of Ashland's 5-year Consolidated Plan.

Staff sees that Maslow Project's proposal is an eligible use of CDBG funds and is consistent with the City of Ashland Strategies as outlined in the 5-year

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Consolidated Plan. This activity assists in the prevention of homelessness for low-income households. Maslow has successfully administered this program within the Ashland School District for the several years. Furthermore, this project meets and exceeds the 10% leverage requirement of the City of Ashland's CDBG program and leveraging funding from other sources.

Capital Improvement Proposals

Sunstone Housing Collaborative

Staff has reviewed the Sunstone Housing Collaborative Proposal to determine whether it meets the Federal CDBG regulations, and if the proposal addresses the priorities within the City of Ashland 2020-2024 Consolidated Plan. SHC requested \$143,660 in Capital Grant funds to buy down the cost of land to offer to and affordable housing provider through a Request for Proposals process.

- This project proposal qualifies under the Low-Moderate Income (LMI) benefit national objective.
- Acquisition of land on which to develop housing for low-moderate income populations is an eligible use of CDBG funds.
- SHC's proposal is expected to support the development of approximately 92 housing units.
- SHC has not previously administered CDBG funding, this would be their first CDBG funded project.
- Staff finds that SHC's proposal is consistent with goals identified in the City of Ashland's 2020-2025 Consolidated Plan.
- While the acquisition of land for affordable housing development could be disaggregated from the Environmental Review process with justification, in this particular instance, the RFP would need to state that the selected developer would be required to complete an Environmental Review prior to the start of any development. The City could complete on the Authority it Use Grant Funds form, that clarifies that no work can happen on the site until another ER is completed that includes the housing construction portion of the project. If the site is disturbed before that ER is complete, then it is considered by HUD as a Choice-Limiting Action and the city would be subject to possible repayment of the CDBG funds.
- The Applicant would need to complete an Arm's length agreement with the school district prior to the award of funds.

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- While the timeline provided for the activity is reasonable and relatively short, the timing of the completion of the development is important because land banking is not an eligible activity with CDBG funding, as beneficiary data must be provided to show eligibility for low-,mod-income benefit.

Staff sees that SHC's proposal is an eligible use of the CDBG funds and is consistent with the City of Ashland Strategies as outlined in the 5-year Consolidated Plan. This activity is expected to provide a needed housing type identified in the City's Housing Capacity Analysis and represents a level of commitment to the provision of affordable housing from the Ashland School District, which has not been seen before. This project is expected to create both workforce housing as well as providing affordable housing, both of which are very needed. This activity is expected to leverage several sources of funding that will meet and exceed the 10% leverage requirement of the City of Ashland's CDBG program.

STAFF RECOMMENDATIONS

Staff's recommendations are based on evaluation of CDBG eligibility, the City's five-year Consolidated Plan Goals, agency experience and capacity, and readiness to proceed.

Public Service Projects: The City received one public service project proposal. Maslow Project has a successful track record of providing resource referrals and, case management to homeless populations and those at risk of homelessness. Maslow Project's proposed activity would continue to provide needed services to alleviate and prevent homelessness. Maslow Project staff have the proven experience and capacity to administer CDBG grant funds and have exceeded the matching requirements of the grant. Staff understands that this project is a proven and effective strategy for addressing and preventing homelessness and provides a needed and valuable service to the community. Staff is supportive of fully funding this activity.

Capital Projects: The City received one capital project proposal, SHC's land acquisition project. The project qualifies as eligible uses of CDBG funds, the project, has some environmental and beneficiary outcome issues in the short

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term, which will be addressed further into the implementation timeline (at identification and contract with an affordable housing provider). Consequently, City staff would recommend providing a provisional funding award of the remaining funding to the project contingent upon a couple of specific items:

- The identification of the Affordable Housing developer and the completion of an agreement that the developer will meet the environmental review conditions required by the grant.
- A timeline from the affordable housing developer identifying the expected completion date for the project in order to meet the eligibility criteria required by HUD.

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	Ratings: High=3, Medium=2, Low=1, Not Applicable=0	MASLOW Public Service	SUNSTONE Capital
A	The Project provides benefit to a demographic group that has a need documented in the City of Ashland 2020-2024 CDBG Consolidated Plan	3	3
B	The project assists low and moderate-income households in substantially improving their living conditions. The proposed project must have or be part of a comprehensive approach that takes clients from the beginning to the end of the process that improves their living conditions. “Safety net” services or services that meet basic needs shall only be funded if it can be demonstrated that clients receiving those benefits are part of a program that will eventually help them obtain self-sufficiency. Exceptions to this requirement are projects targeted at helping people with special needs.	3	2
C	The project is a proven effective strategy to improve conditions or solve an identified problem.	3	2
D	If the project is related to affordable housing, the project retains the units as affordable. The longer the period of time the units remain affordable, the higher ranking the project shall be given.	3	2
E	If the project is related to economic development for jobs for low and moderate-income people, at least 51% of the jobs shall be held by low- and moderate-income people. The longer period of time the jobs are held by low and moderate-income persons, the higher the ranking the project shall be given. The larger percentage of jobs held by low and moderate-income persons the higher the ranking the project shall be given.	N/A	N/A
F	The project maximizes partnerships in the community.	3	2
G	The project has at least 10% of the total project in matching funds. The larger the amount of matching funds the higher the ranking the project shall be given (10%=1, 20-50%=2, 50%+=3)	3	3
H	The project utilizes already existing resources in effective and innovative ways. The project shall not duplicate service provided by another organization.	3	3

I	The agency submitting the proposal has the capacity to carry out the project.	3	1
J	The budget and timeline are well thought out and realistic.	3	2
K	The proposal demonstrates CDBG funds are the most appropriate funding source for the project.	3	2
L	The project is ready for implementation within a year of a CDBG award notification.	3	1
M	The organization proposing the project has the experience and capacity to undertake the proposed activity.	3	1
		36	24

Memo

DATE: March 28, 2024

TO: Housing and Human Services Advisory Committee

FROM: Linda Reid, Housing Program Manager

DEPT: Planning

RE: AHTF Applicant Presentations and Grant Application Review and Discussion.

The City of Ashland Received four applications for the AHTF funding available.

Attachments:

- Ashland Community Land Trust Organizing Committee Application
- Habitat for Humanity Rogue Valley Application
- Options For Helping Residents of Ashland Application
- Sunstone Housing Collaborative Application
- Staff Evaluation Memo

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Ashland Community Land Trust Organizing Committee

MISSION: To create a land trust that expands permanent affordable, accessible and workforce housing options for residents of Ashland

VISION: Ashland Community Land Trust develops sufficient housing to assure sustainable ongoing operations

Proposal for Ashland Housing Trust Fund

1. Introduction:

The Ashland Community Land Trust Organizing Committee (ACLTOC) meets the requirement of furthering the Ashland Housing Trust Fund mission to encourage the creation of housing for homeownership or rentals at a cost that will enable low and moderate-income (<120% AMI) families to afford quality housing in perpetuity.

For the past seven months, ACLTOC has researched viable pathways for efforts to form a nonprofit Community Land Trust in accordance with Ashland's Housing Production Strategy. We are ready to transition into a formal Community Land Trust (CLT) with sufficient capacity to serve Ashland. We are working with a fiscal sponsor and are seeking grant funding from the City of Ashland, local financial institutions and other sources. Our mission is unique in creating a Community Land Trust as a part of the City of Ashland's Housing Production Strategy.

2. Project Description:

Our committee is seeking funding for the ability to formalize its legal status and put organizational structures in place. This proposal is for capacity building in consultation with RootedHomes of Bend, Oregon under the guidance of CEO Jackie Keough.

The CLT will provide stable home ownership and rentals as well as asset building opportunities for lower income households that would otherwise be locked out of market rate home ownership.

The target population would be the number of Ashland households that would qualify as low or moderate income as defined in the Housing Production Strategy.

By the end of 2024 we will have completed:

- +Board Structure, organization and matrix
- +Business Plan
- +Housing production and development strategies
- +Partnership with the City of Ashland around inclusive zoning and land acquisition

3. Project Experience

Our organizational framework is as an Organizing Committee developing a permanent non-profit Community Land Trust. Our special resources include:

- +Close coordination with Ashland housing goals
- + Member a current occupant of housing in a CLT
- + Member experience with CLT groups in Ashland and Bend
- + Member experience as former Executive Director of OHRA
- +Member experience with City of Ashland Advisory Committees and Staff

ACLTOC has contracted with RootedHomes, a non-profit affordable homeownership developer that provides environmentally sustainable and permanently affordable homeownership opportunities for those who contribute to the fabric of the Central Oregon economy and community.

We have the stated support of Ashland organizations and individuals including:

- + Ashland United Church of Christ that provided an initial grant of \$7500
- + United Way who has agreed to be our Fiscal Sponsor until we form a 501(c)3
- + The Ashland School District and Southern Oregon University
- + Options for Housing, Resources and Assistance(OHRA)
- + State Senator Jeff Golden
- + Kathryn and Barry Thalden

4. Funding Request:

We are requesting a matching grant of \$40,000 as a part of an \$80,000 project budget to develop a sustainable Community Land Trust. Funds will be used for consulting and other professional services including legal, community outreach and administrative costs. (Budget attached)

We have received \$7,500 in seed money as an initial matching fund. We will be applying for additional matching funds from the Ford Family Foundation, other local, state and federal agencies and are in contact with local financial institutions.

Thank you for your consideration of our proposal.

Ashland Community Land Trust Organizing Committee

Linda (Peterson) Adams (Proposal Contact) (541)554-1544

Christopher Barrett (Member)

Michael Duffy (Spokesperson)

Barbara Featherstone (Finance)

Leigh Madsen (Convener)

Rich Rohde (Member)

Jim Stumbo (Member)

000000Ashland Community Land Trust Organizing Community Budget

	City of Ashland	Ford Family Foundations	U.C.C. of Ashland	Future Funding	Total
Consultants	36800	0	7000	21200	65000
Administration	3200	400	0	2240	5840
Legal	0	2600	0	0	2600
Outreach	0	2000	0	4560	6560
Development	0	0	0	0	0
	40000	5000	7000	28000	80000



February 20, 2024

Affordable Housing Trust Fund

OHRA BOARD

President

Dennis Slattery

Vice President

Cathy Gerbracht

Secretary

Jodi Rasor

Treasurer

Eileen Piker

Board Members

Jackie Bachman

Ben Bellinson

Sachta Card

Diane de Ryss

Libby Gill

Catherine Greenspan

Jordan Pease

Meiwen Richards

Diego Rojas

Rev. Brett Strobel

Jeffrey Tatum

Deneice Zeve

OHRA LEADERSHIP

Executive Director

Cass Sinclair

Director of

Administration

Julie Carr

Development Director

Jackie Agee

Director of Program

Services

Lisa Smith

Grants Specialist

David Stoebel

Assistant Development

Director

Zoë Templeton

OHRA Center Supervisor

Katie Blomgren

Facilities Supervisor

Peter McBennett

Opportunities for Housing,
Resources, & Assistance is
a 501(c)(3) Oregon
Non-Profit

To Whom It May Concern:

Opportunities for Housing, Resources and Assistance (OHRA) is an organization based in Ashland that works with people throughout our Southern Oregon Region to assist them in finding suitable affordable housing. We operate a shelter with 52 rooms and a Resource Center that helps people with a wide range of services, including eviction prevention. We are very successful in helping people from crisis to stability, from unhoused to being housed. We work from a housing first process, working alongside our guests to move from the shelter to permanent housing. The need is great, supply is challenged. Our success has a high dependency on available housing. When there is not an adequate supply of affordable housing our efforts are severely limited. It has been projected on a state level and at a local level that the need for housing will only continue to increase over the next decade.

It is primarily for these reasons we, the Board of Directors of OHRA, are in full support of the Ashland Community Land Trust Organizing Committee request for funding. Housing, in general, in our community, as in many communities, has reached the crisis point and needs urgent and definitive solutions. We request your strong consideration and approval of the Ashland Community Land Trust Organizing Committee's request for funding. We believe this to be a solid investment in our community. We would encourage the Ashland Community Land Trust Organizing Committee to include low income and poverty provisions in their strategic planning. We also want to disclose that we have requested support from the same funding pool in the past and will again in the future. However, we believe in supporting our community partners in the effort of improving housing.

We would be happy to discuss our support further. Thank you for the work you do for our community. It is vitally important.

Sincerely,

"By helping people move from crisis to stability, OHRA builds more capable individuals, stronger families and a better community."



Dennis Slattery
President



Cass Sinclair
Executive Director

Kathryn & Barry Thalden

February 21, 2021

Leigh Madsen
Ashland Community Land Trust Organizing Committee
lmc@ccountry.net

Re: Community Land Trusts

Dear Leigh,

Kathryn and I are the developers of New Spirit Village, a new community of 87 homes in Medford, using a Land Trust model. By utilizing the Land Trust, homeowners will own their own home, but not the land under it, which is held in perpetuity. The Land Trust contract allows homeowners to keep their home for as long as they like, and pass it on to their children, but they cannot rent it to others. If they choose to sell, it must be re-sold at a formulated affordable price. The Land Trust model allows working families to achieve the "American Dream" of home ownership while maintaining home affordability for future generations.

In New Spirit Village, we are partnered with Proud Ground, a not-for-profit corporation that will manage the Land Trust permanently.

We support this model for developing affordable housing as a way to create a permanently affordable new home community.

Good luck in your endeavors to build affordable housing in Ashland.

Sincerely,



Barry Thalden



1390 SE 122nd Avenue | Portland, Oregon 97233 | (503) 287-4117 | www.uniteoregon.org

February 23, 2024

Subject: Letter of Support for Stable and Affordable Housing

Dear Ashland Housing and Human Services Advisory Committee,

I am writing on behalf of Unite Oregon Rogue Valley Chapter, led by people of color, immigrants, refugees, rural communities, and low-income Oregonians. We address racial and economic disparities to improve quality of life in our state. A committed advocate and longtime supporter for stable and affordable housing for all.

Unite Oregon Rogue Valley supports the Ashland Community Land Trust Organizing Committee Housing Trust Fund application for starting a permanent Community Land Trust in Ashland that will provide stable and affordable housing for all who are left out of the market rate housing.

Unite Oregon believes that providing stable and affordable housing is essential for fostering strong communities and improving overall well-being.

Thank you for your dedication to affordable housing initiatives. Together, we can create a stronger, more inclusive community where everyone has access to stable and affordable housing.

If you require any additional information or have questions, please feel free to reach out.

Virginia Camberos
Rogue Valley Regional Director



Phone: (541) 772-4029

Email: virginia@uniteoregon.org

Pronouns: (She, Her, Ella)

Languages: English, Spanish

www.uniteoregon.org

Sunstone Housing Collaborative

February 23, 2024

Affordable Housing Trust Fund
City of Ashland

To Whom it May Concern:

Ashland is not alone in its need to find solutions to the housing crisis, yet we are the first to establish a state mandated Housing Production Strategy which outlines pathways to provide for affordable, accessible and workforce housing. The development of these pathways will involve the cooperation and coordination of a multitude of organizations to break down the barriers to homeownership and affordable rent for a diverse spectrum of incomes and family sizes.

Sunstone Housing Collaborative fully supports the Ashland Community Land Trust Organizing Committee in their request for funding the creation of a community land trust which will hold land in perpetuity and sell or lease the housing on the land at below-market rate prices.

Sincerely,

Sunstone Housing Collaborative
Krista Palmer, President
Daniel Ruby, Incorporator
Jill Franko, Incorporator

JEFF GOLDEN
STATE SENATOR
DISTRICT 3



OREGON STATE SENATE

February 22, 2024

Dear Affordable Housing Trust Fund City of Ashland,

I am writing in support of the Ashland Community Land Trust Organizing Committee's proposal from the Affordable Housing Trust Fund. I urge your approval of this grant application in order to support their sustainable housing efforts.

As you may know, the Ashland Community Land Trust was created by an active group of local community leaders who are dedicated to improving an adequate housing supply for the community of Ashland. Over the past seven months, the Land Trust's Organizing Committee has:

- Developed a mission statement for this organizing phase of the effort as well as a general vision statement that the first Board of Directors will build out in greater detail as the effort takes on a more formal structure;
- Determined that the community land trust will offer and manage both rental and ownership housing given the complexity of Ashland's housing market and the desire to support renters in becoming homeowners;
- Researched viable pathways for the structure of the effort, including investigating the potential of being a satellite of a larger statewide land trust, before deciding that developing a standalone 501(c)(3) organization is the best path;
- Secured an initial grant of \$7,500 from the national organization that the Ashland Congressional United Church of Christ is affiliated with (managed by the ACUCC);
- Participated in a housing discussion organized by Mayor Graham with the City of Ashland, Southern Oregon University, and the Ashland School District where the organizations shared their efforts to develop housing and discussed the need for a community land trust; and
- Initiated contract negotiations with Jackie Keogh, Executive Director of Rooted Homes -a community land trust that serves the Bend area - to help the group formalize its legal status and put organizational structures in place.

JEFF GOLDEN
STATE SENATOR
DISTRICT 3



The Ashland Community Land Trust Organizing Committee is involved in important work within our community. I have every confidence in their mission and their organizational direction. I strongly recommend that you support their grant proposal.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Golden".

Senator Jeff Golden, Oregon Senate District 3



ROGUE VALLEY HABITAT FOR HUMANITY

P.O. BOX 688 • MEDFORD, OREGON 97501 • (541) 779-1983 • WWW.ROGUEVALLEYHABITAT.ORG

Linda Reid
Housing Program Specialist
City of Ashland
51 Windburn Way St.
Ashland, OR 97501

February 7, 2024

Dear Linda:

Attached please find the proposal to the City of Ashland in request for funds from the City of Ashland's Affordable Housing Trust Fund from the Rogue Valley affiliate of Habitat for Humanity. The request is in the amount of \$100,000 which will be used to purchase land located at 452 Williamson Way in Ashland. Habitat has the ability to convert the zoning from commercial and employment use to affordable housing, based on recent legislature changes encouraging affordable housing. The land has an estimated value of over \$500,000 and has been significantly discounted by owner, Alan DeBoer for the specific use of building affordable housing.

Four homes will be built on the property, and the city planning department has provided preliminary approval of the site plan to accommodate the four-house project. The property will be developed for zero lot lines, and two groups of two attached homes will be built. A purchase agreement has been developed although a closing date has not been determined which is dependent on funding opportunities. Mr. DeBoer is comfortable with a verbal agreement. Habitat will rely on the Ashland's Affordable Housing program for the deed restriction of a 30-year period as well as monitoring and administration of future sales throughout that restricted period.

The project will have perfect timing for community volunteerism as the Beach Creek project of two homes should be complete. In addition, a national partnership with Thrivent Financial has been facilitating traveling groups of volunteers to assist Habitat with house building projects. Groups from around the nation will visit Ashland, participate in cultural activities and recreation while in the area.

Thank you for all your support, and please reach out to me if I can add information or answer questions.

Sincerely,

Denise James

Denise James
Executive Director



Introduction

Habitat for Humanity/Rogue Valley is a non-profit volunteer organization dedicated to building affordable homes in partnership with those in need serving all of Jackson County. The organization is an independent affiliate of the parent company, Habitat for Humanity International located in Atlanta, Georgia. The primary activities include the construction of new homes built to a simple and decent standard and then sold to low-income people in need of housing. Community volunteers provide the necessary labor for each project, and when complete the home is sold to a qualified selected applicant with an affordable mortgage. Habitat carries the note for each project and the monthly repayment income is used for future projects. Since inception in 1987 the affiliate has completed and sold 80 homes providing an affordable and stable to over 400 people. Additionally, a small repair program helps low-income homeowners with a variety of repair needs, with and focus on seniors, veterans and more recently, fire survivors. Over 100 projects have been completed including ramps, porch repair as well as more critical issues.

The qualifications for the Habitat program include several requirements such as an income level between 40-70% of the federal median income, a substantial need for housing and applicants must be willing to commit to and complete a minimum of 500 hours of sweat equity towards the completion of their home. A variety of volunteers participate in the construction of each program and are the backbone of the organization. Volunteers participate as a group within their faith community and church, business, and social service agencies as well as women eager to learn valuable skills. Students from local high schools and vocational programs participate in Habitat projects as an opportunity for skills building and career training. Over 50 students have participated annually in various ways with the Habitat for Humanity program.

Habitat for Humanity/Rogue Valley's overall project goals and objectives are: 1) to move families out of substandard housing and assist them in becoming new homeowners in the Rogue Valley; 2) to form relationships with individuals and groups who will be committed to providing labor to achieve our goals; and 3) to increase awareness of the housing needs of low-income people in our community, and ways the community can support the mission.

Project Description

The need for affordable housing in Ashland is critical, including the very low-income population as well as workforce housing. The organization continually seeks opportunities of partnership within the community to provide affordable housing. To build homes, land is either purchased at market value, or at times donated or discounted. Funds necessary for the purchase of building material for each project must be secured. Funds are received from individuals, businesses, churches, foundations, and various fundraising activities.

The project is the purchase of land on which four homes will be built located on Williamson Way in Ashland. The property is currently zoned for commercial use and employment and is within a residential neighborhood. Due to a state housing affordability ruling, zoning for the land can easily be converted to use for affordable housing. Four homes will be constructed and sold to qualifying households with incomes between 40-80% of the median income. The homes will be built with a zero-lot line, allowing each homeowner to own the land under the house, and constructed in two groups of two townhouse style homes. The project will also comply with the city of Ashland's affordable housing program, maintaining affordability for a restricted 30-year period.

The land is currently privately owned with an agreement to purchase at a significant discount. The house design and plans have been developed with site approval from the Ashland planning department. Infrastructure required for the project includes an alley for entry, streetlights, and sidewalks.

The application period will open in May 2024 seeking interested and qualified applicants. Construction is expected to begin in the fall of 2024 and be completed by summer of 2025. An estimated twenty people will receive direct benefit from the housing project becoming homeowners, including those living in the households. There is a ripple effect of benefit as the project moves forward. Habitat for Humanity will hire additional construction staff to oversee the construction work. Material for the project will be purchased locally as much as possible, as well as subcontractor work. Children within the homes will go to school in Ashland, increasing the diversity and stability of low-income

residents. All four homes will be built to exceedingly high energy efficiency standards, allowing for a reduced carbon footprint as well as substantial cash savings for the homeowner.

Project Experience

Habitat for Humanity/Rogue Valley (HfH/RV) has completed the construction and sold 80 homes since 1986, providing affordable housing to over 400 people. Applicants are qualified through a rigorous application process facilitated by an all-volunteer committee. Applicants must qualify by their income level, willingness to “partner” as well as show a strong need for housing. Houses are built using volunteer labor, and donated materials and services as available and sold for the cost of construction with a no-interest 30-year mortgage. In addition, Habitat facilitates a program for low-income people in need of ramps, fencing, and other home improvement repairs. Over 100 repairs have been completed for people in need of a variety of services. This has included several in Ashland in the past utilizing the CDBG program.

Currently the HfHRV organization is building two homes within the Beach Creek Subdivision in partnership with KDA homes and the city of Ashland. Following Ashland policy of inclusionary zoning, two homes within the subdivision will comply with the Ashland affordable housing program, providing safe, decent housing to qualified households. House construction within the Beach Creek project is estimated to be complete by fall of 2024 allowing for an easy transition to another location in Ashland.

The HfHRV organization developed a strategic plan with the intent to grow capacity serving more households in need each year. Growth of the organization includes building and selling more homes, a commitment to complete more critical home repairs, serve more veterans and others in need, as well as increase the number of ramps for accessibility. Often after a hospital stay people aren't able to return to their homes without adequate access; a ramp is an easy and inexpensive method of assistance. Specific funding awarded for home repair in Ashland has led to a continued effort of seeking applicants for small projects. Within the service area of Jackson County, over twenty-five small home improvement projects have been completed in the last year.

The Habitat affiliate is currently building homes in Ashland, completing two in Rogue River and in the process of developing a subdivision in Medford. Three staff members oversee the construction of homes, repair, and renovation projects. Each member of the team of construction staff has over 30 years of experience in construction and are all licensed contractors as well. Over one thousand individuals volunteer their time each year assisting the organization with construction projects as well as administrative support, fundraising, program administration as well as time spent helping in the ReStore. There is significant tenure with Habitat staff, all department managers have been with the organization between five and twenty years.

Applicants are selected through an application process which is compliance with all federal and state mortgage laws. Sweat equity is a requirement of each selected applicant and includes house construction and a pre-homeowner education program. This prepares homeowners for the unexpected and the bond developed throughout the process is beneficial after the home is sold if the homeowner needs assistance or can provide support to future applicants. Homeowners learn to take care of their homes, inside and outdoors, as well as learning how to be a good neighbor, the nuances of homeowners insurance as well as budgeting and are directed to other community resources if needed.

Funding Request

Funds are requested in the amount of \$100,000 which will be used for the purchase of the property located at 452 Williamson Way. Based on the Jackson County tax assessment, the property is valued at \$506,700. The opportunity to buy land in Ashland to build affordable housing is extremely difficult and rare. A verbal agreement with Ashland resident, Alan DeBoer to sell the land to Habitat has been established. A purchase agreement is in process, waiting for the appropriate timeline to complete the sale.

Each home within the project will cost approximately \$120,000 to build, utilizing minimal labor costs due to volunteerism, and with donated and discounted products and services. Funds to build each home will be developed and pledged from a variety of resources. The homes will all be sold to qualified applicants with an affordable monthly mortgage payment; the note is held by HfHRV and repayment income is used to build future projects.

Habitat for Humanity/Rogue Valley

Project Budget

452 Williamson Way, Ashland Oregon

Land 506,700
Development Costs 25,000
Infrastructure 80,000

House Construction
120,000 x four 480,000

Land Donation 406,700
Architect/Developer Fees 15,000
Ashland Housing Trust 100,000

Foundations:

Oregon Community Foundati 20,000
Community Based 45,000
Government Grant Programs 100,000

Gift in Kind:

Various Corporations 80,000

Individuals 50,000
Church/Faith Collaborations 75,000
Corporate Support 100,000
Special Event 50,000
Mortgage Repayment 25,000
ReStore 25,000

Total Costs 1,091,700

1,091,700

Assessment Info for Account 1-092910-8 Map 391E04DC Taxlot 3630
 Report For Assessment Purposes Only Created February 08, 2024

Account Info		Tax Year 2023 Info		Land Info	
Account	1-092910-8	Pay Taxes Online		Tax Code	5-01
Map Taxlot	391E04DC 3630	Tax Report	Details	Acreage	0.30
Owner	REBAL FAMILY TRUST	Tax Statement	Details	Zoning	
	DEBOER ALAN W TRUSTEE	Tax History	Details	Land Class	
	DEBOER REBECCA S TRUSTEE	Tax Details	Details	UNK 0.30 Ac	
Situs Address	452 WILLIAMSON WAY ASHLAND R	Tax Rates	Details	Property Class	100
Mailing Address	DEBOER ALAN W TRUSTEE ET AL 2260 MORADA LN ASHLAND OR, 975203639			Stat Class	000
Appraiser	83			Unit ID	195796-1
				Maintenance Area	2
				Neighborhood	000
				Study Area	02
				Account Status	ACTIVE
				Tax Status	Assessable
				Sub Type	NORMAL

Sales Data (ORCATS)

Last Sale (consideration > 0)	Sale Date	Instrument Number	Sales History
\$ 175,000	Jul 21, 2005	2005-43772	Details

⊕ **Value Summary Detail (For Assessment Year 2023)**

⊖ **Market Value Summary (For Assessment Year 2023)**

Code Area	Type	Acreage	RMV	M5	MAV	AV
5-01	LAND	0.30	\$ 506,700	\$ 506,700	\$ 202,000	\$ 202,000
Value History Details			Total:	\$ 506,700	\$ 506,700	\$ 202,000

Photos and Scanned Documents

SCANNED ASSESSOR DOCUMENTS	(See new portal)	(See new portal)	Portal
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Appraisal Maintenance

2004 - R.T. (A-SINGLE FAMILY DWELLING)
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⊖ **Account Comments**

11/10/99: POTENTIAL FOR TWO HOUSES OR COM'L SITE ?
 11/10/99: PARK RIDGE SUBDIVISION #1 JV 00-343A-M, 00-344A-M, 00-345A-E
 01/06/00: RT 2001 CHECK FOR NEW CONSTRUCTION, PER #69
 01/29/01: RT-02 CHECK FOR NEW CONSTRUCTION PER #69 >>>>>
 02/18/04: NO CHANGE, REMOVE RED TAG PER #83

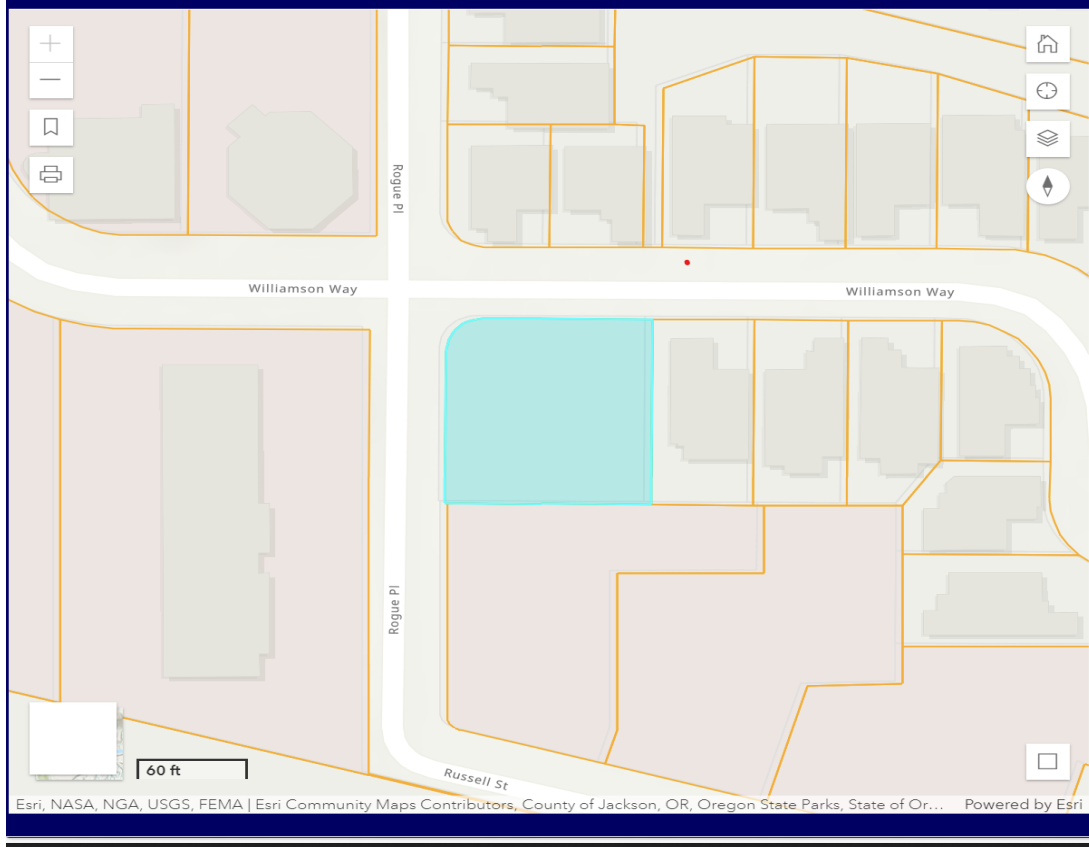
⊖ **Exemptions / Special Assessments / Notations / Potential Liability**

Notations			
Description	Tax Amount	Year Added	Value Amount
RECALCULATION		2008	

⊖ **Location Map**



Esri, HERE, Garmin, FAO, USGS, NGA, EPA, NPS Powered by Esri



Opportunities for Housing, Resources and Assistance

Ashland AHTF 23-34 Application

1. Introduction

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

Opportunities for Housing, Resources and Assistance (OHRA) is an Ashland organization with the mission of “helping 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. By helping people move from crisis to stability, OHRA builds more capable individuals, stronger families and a better community”.

To accomplish this mission OHRA operates the OHRA Center, a social services hub that houses the only walk-in resource center in Jackson County co-located with a 52-room low barrier non-congregate shelter and a laundry/shower trailer that serves our community. These facilities are staffed by resource navigators who work with unhoused, housing threatened and other economically challenged people assisting them to identify and surmount barriers to stability. The OHRA Center also houses a Federally Qualified Health Center operated by La Clinca and space where other community partners serve our guests.

Given its history and its services described below, OHRA is ideally situated to help homeless families and individuals transition toward stability.

OHRA has 3 programs:

- a. The OHRA Community Resource Center**, the only drop-in resource center in Jackson County where unhoused and other economically stressed people can meet acute needs and/or find resources for long-term sustainability. At the Resource Center, guests can receive immediate assistance including but not limited to access to bathrooms, telephones or computers; laundry vouchers; or referrals to community resources. The Center also receives mail for people without an address. For more complex issues including but not limited to assistance finding housing, financial assistance to avoid eviction or utilities shutoff, or help obtaining birth certificates, IDs or other important documents, guests can meet with resource navigators.
- b. The OHRA Shelter**, is a low-barrier, 52 room non-congregate facility open 24 hours per day, 365 days per year with resource navigation designed to promote stability. Guests are admitted based upon their vulnerability and can stay up to 6 months. While staying at the shelter, they receive a hot evening meal and, if needed, help obtaining SNAP benefits which they can use to prepare other meals using an in-room microwave and refrigerator.

Shelter staff are on-site around the clock and resource navigators are present during the day. The navigators and other staff help guests plan for permanent housing after they leave the shelter, including finding the resources to be sustainable. Many guests use the opportunity provided by free, stable housing to become employed and build their savings.

As a low-barrier facility, the OHRA Shelter accepts any adult regardless of current or past substance use or justice system involvement. The shelter provides a safe, substance-free, weapons free environment for both men and women. Since opening on April 1, 2021, it has housed over 540 individuals with more than 100 of these moving from the shelter directly into permanent housing.

- c. **The OHRA Shower Trailer**, where unhoused people can access basic hygiene service. The trailer is deployed in the community and currently operates 4 days per week. In addition to volunteers who manage the shower program, the trailer is staffed by an Outreach Navigator who can help guests obtain other services.

In addition to these core OHRA programs, in 2023-24, the City of Ashland has contracted with OHRA to staff the city's winter shelter and severe weather shelter.

2. Project Description

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

OHRA is requesting funds for its resource navigation service that supports homeless individuals and families move toward self-sufficiency. Resource navigators are trauma-informed professionals who work with guests to identify and resolve barriers to stability so that guests can move forward. Navigators work by building a trusting relationship with the guest and helping the guest identify the most pressing problems the guest needs to work on. With that relationship as a basis, the guest and navigator make a plan for the guest to move forward. The service is available to anyone for as long as they wish to use it.

The core components of our approach are:

- a. **Relationship**: Our work is based on building trusting relationships with the guests so they know they can count on the navigator. At its base that trust comes from respecting the guest's definition of what they need. We also build relationships with landlords, other organizations that serve our guests. In a tight housing market having a personal connection with a landlord allows navigators to find housing opportunities that may not be available through a computer search. Relationships with other service providers allow our navigators to advocate for each guest and collaborate on providing the best service.
- b. **No Time Limit**: We will work with a person for as long as they want to work with us. We may help a person get into housing and then continue to work with them to build life skills such as budgeting and bill paying so they can stay housed. We also do not require a person to maintain a continuous relationship with us. A person might come in to request a voucher to buy a pair of shoes and a year later for help with housing.
- c. **Trauma Informed**: Most of the people we serve have had severe trauma in their lives: Family violence/substance abuse/mental illness; their own substance abuse or mental illness; severe injury; long-term poverty. We understand that these experiences impact a person's ability to navigate in the world and operate accordingly. One of the things this means is that we do not give up on a person simply because they do not succeed immediately. We also stress diversity equity and inclusion recognizing that

people of color, LGBTQ+ people or others who have experienced discrimination and exclusion have particular trauma that we must understand.

- d. **Strengths Based Approach:** All OHRA programs start with the assumption that each guest is capable of improving their life. Our navigation process starts by asking the guest what issue they want to work on. The guest and navigator together explore resources and possible solutions on which the guest can follow-up.
- e. **Barrier Reduction:** Our resource navigation includes financial assistance for things like birth certificates and ID cards or work permits, purchase of items needed for employment, emergency car repairs or other goods or services a guest needs to move toward sustainability.

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

The target populations for this program are unhoused and housing threatened community members who need assistance overcoming their barriers to stability. Each guest comes to OHRA with a unique history and set of circumstances. Some may have been living comfortably when an acute situation such as illness, injury or loss of a job undermined their stability. At the other extreme are people who have been living unhoused for years. In all cases, our guests are under stress but a common finding among chronically unhoused people is a history of trauma, particularly in childhood. While “bad things” happen to many people, multiple studies have shown that up to 85% of women and 77% of men experiencing homelessness have a history of at least one of these adverse childhood events (ACEs) compared to 50% of the general population.

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

Based on our experience in FY 2022-23 we anticipate that at least 1,600 people will use the OHRA Resource Center and at least 190 individuals will be housed in the OHRA Shelter during the project period.

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

Not applicable

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

OHRA’s programs are ongoing. All staff are hired and trained. Services will begin as soon as funds are awarded. The project will last for one year.

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

See Attached

3. Project Experience

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.

As described in the introduction, OHRA has three programs that directly serve unhoused people. All three are staffed by Resource Navigators. Having these multiple means of contacting unhoused people, combined with our extensive history and established processes for helping people move from crisis to stability make OHRA uniquely qualified to perform this work.

From OHRA’s founding in 2014 through July of 2023 OHRA navigators helped 692 unhoused families move into housing and prevented 1,186 families from being evicted. During that time, they saved more than 600 children from homelessness. Between July 1 and October 1 of 2023, navigators, using funds from the Governor’s Homeless Emergency Order, OHRA Navigators prevented 288 individuals from being evicted and moved 175 unhoused individuals into housing. Children accounted for 204 of those served.

Describe the respondent’s organizational experience in completing programs or activities similar to the proposal outlined in the RFP.

OHRA has operated continuously since 2014 providing navigation and other services to unhoused, housing threatened and other economically challenged community members. In 2020, the COVID pandemic created unprecedented demand for OHRA’s services. In response, we dramatically expanded our staff which now include 9 resource navigators serving guests in the Resource Center, Emergency Shelter, Laundry/Shower Trailer, and beginning this year, the City of Ashland Winter Shelter and Severe Weather Shelter.

In its 10-year history the Resource Center has received more than 75,000 visits and served more than 8,000 unique individuals.

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

OHRA recognizes that each guest has a unique set of barriers that have made them homeless. Our job is to help guests identify and overcome those barriers. Our staff have some of the necessary skills but often need to work with others to help our guests stabilize their lives. To do that we collaborate with more than 60 partners. We make referrals to others and, where possible, invite partners to serve guests at our site so that guests do not need to travel to obtain assistance (a list of our primary service delivery partners is attached). One of our main partners is La Clinica Health Center which provides medical and behavioral health services to all OHRA guests at our on-site clinic.

4. Funding Request

Provide the requested amount of Ashland Housing Trust Funds.

\$200,000

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

Not Applicable

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

See Attached

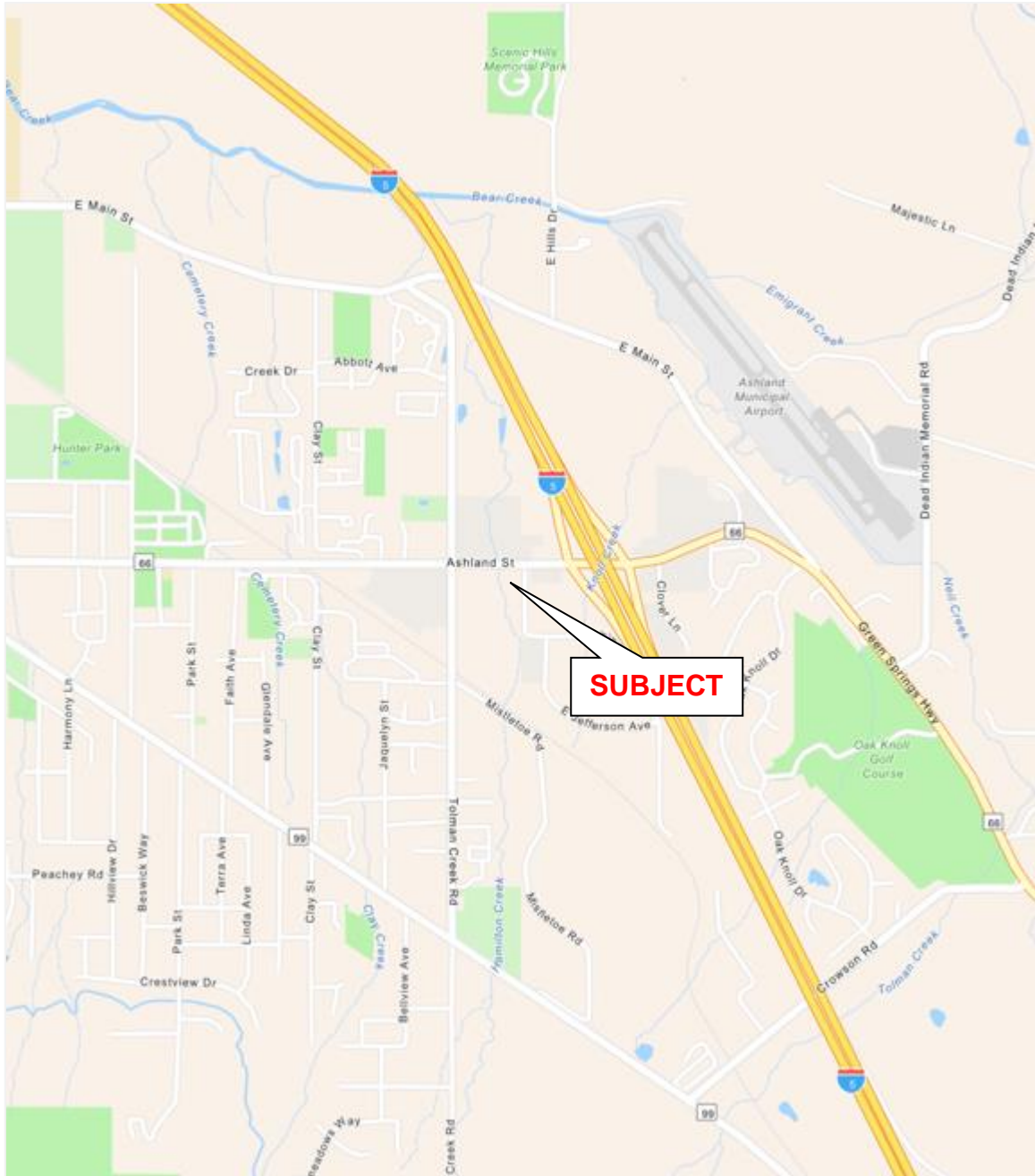
Provide the proposed percentage of matching funds, including the estimated value of donated land or labor, demonstrating that the Affordable Housing Trust Fund contribution shall not exceed more than 50% of the total project, or program, cost.

The total projected cost of resource navigation in the attached budget is \$642,400. This grant, if fully funded, will provide 31.1% of that amount. Thus, **the match for this grant will provide 68.9% of the total project.**

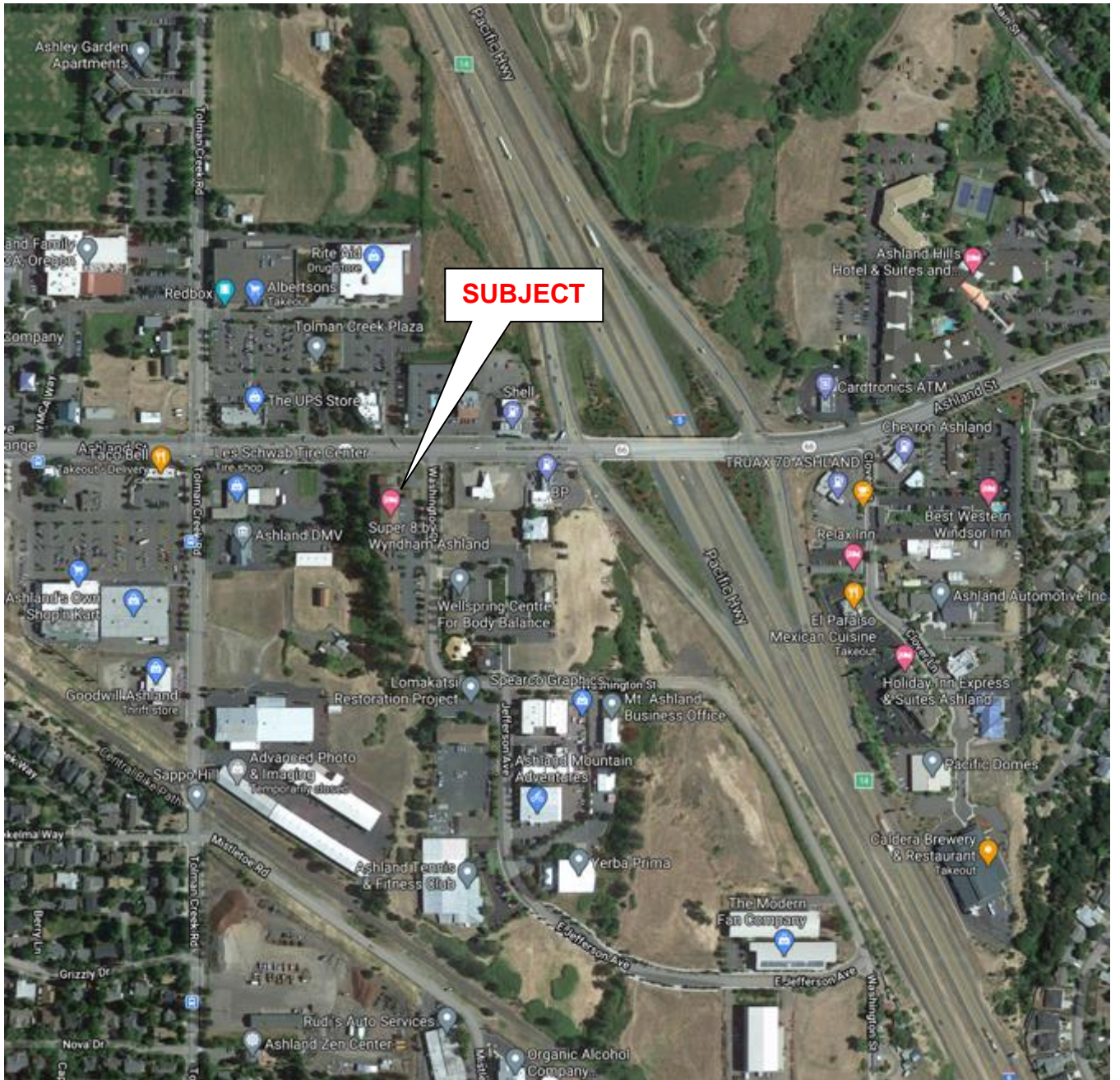
Provide a detailed budget including but not limited to: land acquisition costs, materials, building permit costs, predevelopment costs, professional services, and any other administrative costs.

Not Applicable

NEIGHBORHOOD MAP



AERIAL MAP OF SUBJECT NEIGHBORHOOD



OHRA Service Delivery Partners

2023-24

Partner	Service	Role	Onsite/Remote
1. Columbia Care	Behavioral healthcare	Reciprocal referrals. Meet clients on site.	Currently onsite
2. Jackson County Public Health	HIV and HCV testing, vaccinations and harm reduction services	Referrals	Currently onsite
3. La Clinica Health Center	Primary and behavioral healthcare	Mobile clinic 2 days/wk. Will begin 5 day per/week in September 2023.	Currently onsite
4. Max's Mission	Naloxone and harm reduction services	Provide service on site and in community	Currently onsite
5. OHSU School of Nursing	Foot clinic and street medical and mental health outreach, telehealth	Reciprocal referrals.	Currently onsite
6. Options for Southern Oregon	Dual diagnosis treatment	Meet with clients on site.	Currently onsite
7. Oregon Department of Human Services	OHP/SNAP, domestic violence services, childcare, other services.	Enroll guests, reciprocal referrals	Currently onsite
8. Oregon Senior and Disability Services	Aging and disability resources	Referrals	Currently onsite
9. Southern Oregon Disability Consulting	Help applying for SSI/SSDI	Reciprocal referrals	Currently onsite
10. US Veterans Administration	Housing, healthcare substance use disorder treatment	Enroll veterans in services. Meet with vets about housing.	Currently onsite
11. Addictions Recovery Center	Substance abuse disorder care	Reciprocal referrals.	Negotiating to bring on site.
12. OnTrack	Addiction and behavioral health treatment/recovery services.	Reciprocal referrals.	Remote
13. Recovery Café	Addiction recovery planning and long-term support	Reciprocal referrals	Remote

Partner	Service	Role	Onsite/Remote
14. ACCESS (Community Action Agency)	Housing and utilities assistance. Emergency food	Reciprocal Referrals	Remote
15. Ashland and Medford Asante Hospitals	Discharge planning	Collaboration on discharge planning for OHRA guests.	Remote
16. Ashland Emergency Food Bank	Emergency food. Funding for OHRA Shelter nutrition program	Reciprocal referrals	Remote
17. Ashland Goodwill	Business selling used clothing, shoes and other items.	Provide vouchers for OHRA to distribute to guests	Remote
18. Ashland Police Department	Gas cards for people passing through Ashland. Refer to OHRA for services.	Reciprocal referrals	Remote
19. Ashland Senior Center	Tax services, food services, bus passes for seniors	Reciprocal	Remote
20. Center for Non-profit Legal Services	Legal aid	Reciprocal referrals	Remote
21. City of Ashland	Utility assistance	Referrals	Remote
22. Commercial Property Management	Collaborate to find housing for OHRA guests	Reciprocal referrals and collaboration	Remote
23. Community Works	Crisis support, safe housing and other services to people affected by domestic violence	Reciprocal Referrals	Remote
24. Crickit Wireless	Free cell phones for low-income people	Referrals	Remote
25. Department of Motor Vehicles	Provide drivers licenses and state ID cards.	Referrals	Remote
26. Earth Friendly Kids	Clothing for children in need	Referral	Remote
27. Easter Seals	Housing and employment services	Referrals	Remote

Partner	Service	Role	Onsite/Remote
28. Get N Gear	Business selling used clothing, shoes and outdoor gear.	Low-cost supply of items to OHRA guests.	Remote
29. Golden Rule Reentry	Help people involved in CCJS reenter society	Reciprocal referrals	Remote
30. Hearts With A Mission	Homeless shelter and services for youth	Referrals	Remote
31. Henry's Laundromat	Accept vouchers for guests to wash clothes	Referrals	Remote
32. Help Now Legal Services	Legal aid	Referrals	Remote
33. Housing Authority of Jackson County	Subsidized housing, Section 8, emergency housing vouchers.	Reciprocal referrals	Remote
34. Jackson County Library Services	Mobile computers. Social worker services	Reciprocal referrals	Remote
35. Jackson County Fuel Committee	Assistance with utility bills, firewood	Reciprocal referrals	Remote
36. Jackson County Mental Health	Mental health crisis line	Referral	Remote
37. Jackson County Sexual Assault Response Team	Immediate and long-term care for sexual assault survivors.	Reciprocal referrals	Remote
38. Lions Sight and Hearing	Eye glasses	Referrals	Remote
39. Maslow Project	Comprehensive support for unhoused children and families with children.	Reciprocal referrals	Remote
40. Medford Gospel Mission	Emergency Housing (men, women and children)	Referrals	Remote
41. Medford Livability Team	Outreach to unhoused people. Bring to shelter.	Referrals	Remote
42. Pacific Properties	Collaborate to find housing for OHRA guests	Reciprocal referrals and collaboration	Remote

Partner	Service	Role	Onsite/Remote
43. Parker House	Supportive housing for women and children	Reciprocal referrals	Remote
44. Providence Hospital	Discharge planning	Collaboration on discharge planning for OHRA guests.	Remote
45. Rogue Community Health	Primary healthcare	Reciprocal referrals.	Remote
46. Rogue Retreat	Emergency shelter and transitional housing	Reciprocal referrals	Remote
47. Rogue Valley Consumer Credit Counseling	Consumer Credit Counseling	Referrals	Remote
48. Rogue Valley Veteran Services	Supportive services to veterans and their families	Reciprocal Referrals	Remote
49. Salvation Army Hope House	Emergency and transitional housing for families	Referrals	Remote
50. Service Corps of Retired Executives (SCORE)	Small business owner mentoring	Referrals	Remote
51. Senior Health Insurance Benefits Assistance (SHIBA)	Help applying for prescription assistance. Assistance with all aspects of Medicare	Referrals	Remote
52. Street Dogs	Food, veterinary care and other services for pets of unhoused people.	Reciprocal referrals	Remote
53. United Way of Jackson County	Emergency funding for guests	Reciprocal referrals	Remote
54. WorkSource Oregon	Employment Services	Reciprocal	Remote

Ashland Housing Trust Fund Application

Sunstone Housing Collaborative

1. Introduction: Describe organization and what is unique about the firm, its goals, and objectives.

Sunstone Housing Collaborative was established in December 2023 to support the educational mission of Ashland School District and the associated Housing Production Strategy of Ashland by facilitating the transfer and sale of district owned land to develop affordable housing intended for district staff and low to moderate income families with children in order to increase long term sustained enrollment and retain staff members. To achieve this goal, Ashland School District has identified a parcel of land within city limits and approved that land to be sold to one or more nonprofit low income housing developers. A working agreement will be made with ASD for Sunstone Housing to facilitate the sale of the land with the expectation that market value will be received by the district upon transfer. It is highly likely that a nonprofit housing developer will seek to purchase the land BELOW market value, therefore it is the focus of this application that Sunstone Housing Collaborative seeks funding through the Ashland Housing Trust Fund to offset a lower sale price and ensure that Ashland School District receives expected revenue for the land.

2. Project Description

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

This initial project of Sunstone Housing Collaborative is focused on partnering with Ashland School District in facilitating the sale and development of district owned land in order to build affordable multifamily housing. This project serves ASD in creating accessible housing for families to live in as their children attend Ashland public schools and it also meets the needs for affordable housing stated in the City of Ashland's Housing Production Strategy. As the number of households with children declines, the need for creative solutions to ensure Ashland remains a community of all ages, becomes more imperative.

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

Families with children, and individuals earning between 50-120% AMI

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

An estimated 100 households will benefit from the development of housing on the determined 4 acres of land.

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

Exact data to be provided in response to RFP, however we will require that the RFP respondents include approximately 100 units of housing that may include a combination of apartments, townhomes, manufactured homes or cottages.

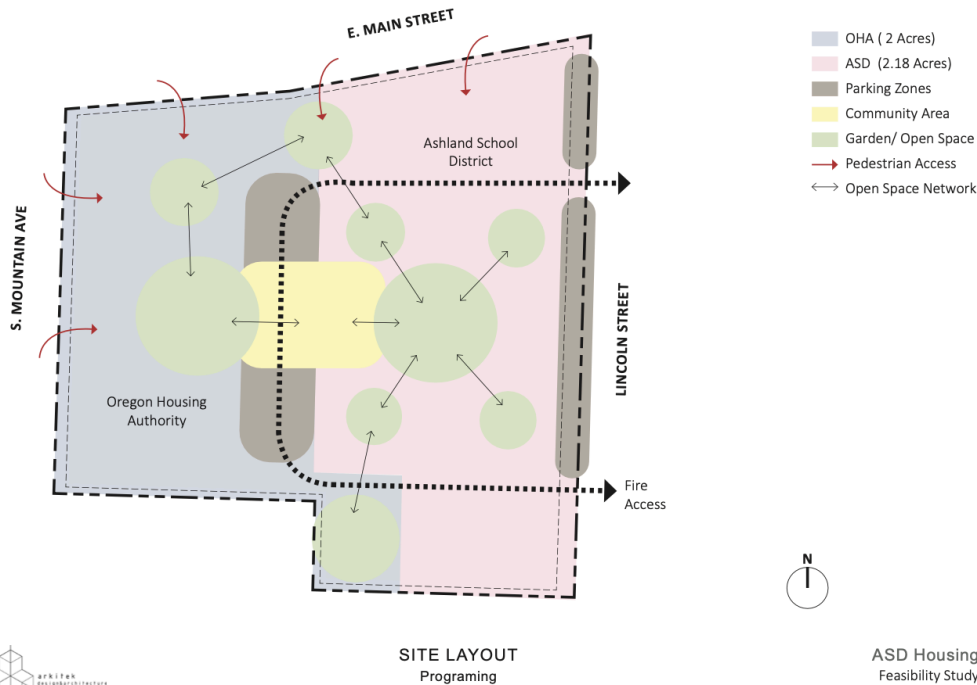
Provide a detailed timeline leading to the completion of the proposed program/activity.

March 2024: RFP Release with 60 day response window

May-June 2024: Evaluate and choose developer

July-August 2024: Community engagement initiatives
September-December 2024: Break ground

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



3. Project Experience

- Describe the respondent's organizational framework, special resources, and any other information to demonstrate that the City of Ashland Ashland Housing Trust Fund RFP 2024 respondent can effectively and efficiently complete the proposed program/activity.

Sunstone Housing Collaborative has built a partnership with the Ashland School District to secure an initial build site on the property currently owned by the district at E. Main and S. Mountain Ave in Ashland. This location ensures the opportunity for future residents to benefit from living in housing that is affordable, in proximity to public transportation, schools, and local employment; all factors that promote a thriving community.

While the advisory board for Sunstone Housing Collaborative is currently in process of being assembled, there remains oversight by the Ashland School District board of directors in order that their interests are being met throughout this process.

The executive director is an individual with experience in community organization working with churches and city government to streamline services for people experiencing homelessness, is trained as an Occupational Therapy practitioner, as well as having a passion to pursue partnerships which establish and

nurture housing justice.

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

The sale and development of this initial 4 acres of ASD land will be the inaugural project for Sunstone Housing. We will integrate and apply the experience and expertise from the consultancy and collaboration with other well established organizations who have completed similar projects with success.

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

Ashland school board is fully supportive of the sale and development of the land at E. Main and Mountain, as it supports the goal of potentially increasing enrollment as well as providing reliable affordable housing for ASD staff.

4. Funding Request

- **Provide the requested amount of Ashland Housing Trust Funds.**

\$100,000.00

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

Applied for but not yet approved for \$143,660 CDBG

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

Estimated market value of 4 acres of land at E. Main and Mountain: \$3million

Minimum estimated purchase price by developer/ RFP respondent: \$2million

Estimated difference in revenue to be raised by grants, including CDBG, Ashland SS Grant, Allcare grant, Wells Fargo community development grant, Ford Foundation Grant and Ashland Housing Trust Fund: \$1million

- **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.**

Given other sources of grant monies received and applied for, as well as volunteer/donated time to facilitate the coordination of this project, the Affordable Housing Trust Fund contribution will at most contribute 10% total required cost.

- **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.**

Please see attached

Sunstone Housing Collaborative			Year 1- 2024	Year 2- 2025	Year 3- 2026
Grants	ANNUAL TOTALS:	STATUS	\$2,077,500	\$2,000,000	\$600,000
	AllCare	APPROVED	\$177,500	\$250,000	\$250,000
	State of Oregon	NOT YET APPLIED	\$400,000	\$300,000	\$0
	City of Ashland	APPLIED	\$100,000	\$100,000	\$100,000
	Community Bank Grants	NOT YET APPLIED	\$100,000	\$100,000	\$100,000
	Private Donors/Gifts	NOT YET APPLIED	\$200,000	\$150,000	\$50,000
	Community Grants Other	APPLIED	\$100,000	\$100,000	\$100,000
	Sale of property to builder	PENDING RFP	\$1,000,000	\$1,000,000	\$0
Estimated Expenses	ANNUAL TOTALS:		\$2,032,500	\$2,022,500	\$522,500
	Real Estate FMV Purchase from ASD to ASD housing nonprofit		\$1,500,000	\$1,500,000	\$0
	Staffing		\$225,000	\$225,000	\$225,000
	-Executive Director		\$120,000	\$120,000	\$120,000
	-Executive Assistant		\$70,000	\$70,000	\$70,000
	-Operation Manager		\$35,000	\$35,000	\$35,000
	Technology - Incl: software, subscriptions, wifi, quickbooks		\$7,000	\$7,000	\$7,000
	Medical Benefits		\$10,000	\$10,000	\$10,000
	Attorney Fees		\$20,000	\$10,000	\$10,000
	Marketing/Fundraising		\$35,000	\$35,000	\$35,000
	Printing, Office Supplies, Etc.		\$5,000	\$5,000	\$5,000
	Professional Services, Misc. Consulting fees		\$25,000	\$25,000	\$25,000
	Insurance		\$500	\$500	\$500
	Travel		\$5,000	\$5,000	\$5,000
	Contingency Fund		\$200,000	\$200,000	\$200,000
	Total	Annual totals:		\$45,000	-\$22,500
Balance Carry Over From Previous Year			N/A	\$45,000.00	\$22,500.00
Total combined with prior year balance carry				\$22,500.00	\$100,000.00

Memo

DATE: February 22, 2024
 TO: Housing and Human Services Advisory Committee
 FROM: Linda Reid, Housing Program Manager
 DEPT: Planning
 RE: Social Service Grant Presentations and Committee Evaluation and Recommendations

The City of Ashland has received three applications for \$350,000 in competitively available Affordable Housing Trust Funds (AHTF). The City of Ashland Housing and Human Services Advisory Committee will hold a public hearing on March 28, 2024, to review the grant requests and make a recommendation to forward to the City Council for consideration. The Council will make the final award selections at a public hearing scheduled for April 16, 2024. The staff’s assessment of each of the proposals received, and recommendations regarding the allocation of the 2024 AHTF funds are provided on the following pages.

Proposals Received

Organization	Proposed Project	AHTF Funds Requested	Resolution 2008-34 Preferences	Consolidated Plan Goal and Rank*	City Council Vision and Values
Ashland Community Land Trust Organizing Committee	Consulting and other progressional services to establish a Community Land Trust to develop housing for households earning less than 120% of the AMI.	\$40,000	4.1a -New affordable housing units	High -Provision of Affordable Housing	Community affordability, including available housing and childcare. Belonging through mutual respect and openness, inclusion and equity Quality of life that underpins the City’s economic vibrancy
Habitat for Humanity Rogue Valley	Land Acquisition for the development of four affordable homeownership units targeted to	\$100,000	4.1a -New affordable housing units	High -Provision of Affordable Housing	Community affordability, including available housing and childcare

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20 East Main Street
 Ashland, Oregon 97520
ashland.or.us

Tel: 541.488.5300
 Fax: 541.552.2059
 TTY: 800.735.2900



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	households earning between 40-80% AMI.				<p>Belonging through mutual respect and openness, inclusion, and equity</p> <p>Quality of life that underpins the City's economic vibrancy</p>
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Options for Homeless Residents of Ashland	Funding to support Resource Navigation services to homeless and at-risk households.	\$200,000	4.1i -Sponsored by a non-profit	High -Addressing issues of homelessness	Regional cooperation, including in support for public safety and homelessness.
Sunstone Housing Collaborative	Funding to purchase a four-acre property from the Ashland School District to sell to a developer to develop affordable housing targeted to households earning less than 120% AMI	\$100,000	4.1a -New affordable housing units	High -Provision of Affordable Housing	Community affordability, including in available housing and childcare Belonging through mutual respect and openness, inclusion and equity Quality of life that underpins the City's economic vibrancy

Funding Requested/Available

A total of approximately \$350,000 in AHTF is expected to be available to distribute to applicants for projects meeting the priorities of the AHTF policies as defined by resolution 2008-34, and which are consistent with the City of Ashland 5-Year Consolidated Plan priorities.

Assessment Criteria

Staff has assessed the proposals to determine whether they meet the guidelines established by resolution 2008-34. Three areas are evaluated for each proposal.

- Applicants must meet the criteria outlined in Section 2; Eligible Applicants.
- Proposed activities must be eligible as detailed in Section 3; Eligible Uses and Activities.
- Is the activity a preferred activity as defined in Section 4; Preferences.

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Preferences within resolution 2008-34 are not given a priority. There are ten preferences identified in Section 4. Projects that meet an identified preference are noted in the preference column.

Resolution 2008-34 also states that proposed activities should meet a priority identified within the City of Ashland's 5-Year Consolidated Plan. Consolidated Plan priorities are given a priority ranking of High, Medium, or Low. Those priorities are shown in the table above.

Proposal Evaluation

ACLTOC: Staff has reviewed the Ashland Community Land Trust Organizing Committee proposal to determine whether it meets the eligibility criteria for uses and for applicants and if the proposal addresses the preferences within section 4 of resolution 2008-34.

- The project is aimed at the long-range development of new housing units.
- The entity submitting the proposal has the capacity to carry out the project as the project is limited in scope.
- The project is easily implemented and is ready to proceed.
- The budget and timeline are thorough and realistic.
- The project addresses unmet housing needs as identified in the Housing Capacity Analysis.
- The project would eventually deed restrict property to develop and retain housing units as affordable to a population with a documented need.

HfHRV: Staff has reviewed the Habitat Housing proposal to determine whether it meets the eligibility criteria for uses and for applicants and if the proposal addresses the preferences within section 4 of resolution 2008-34.

- The project is providing new housing units.
- The developer submitting the proposal has the capacity to carry out the project and has had demonstrated success completing projects of similar scope.
- The project is ready for implementation, has secured planning approval.
- The budget and timeline are thorough and realistic.

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- The project addresses unmet housing needs as identified in the Housing Capacity Analysis.
- The project retains a unit as affordable to a population with a documented need.

OHRA: Staff has reviewed the OHRA Proposals to determine whether they meet the eligibility criteria for uses and for applicants and if the proposal addresses the preferences within section 4 of resolution 2008-34.

- The agency submitting the proposal has the capacity to carry out the project and has had demonstrated success completing projects of similar scope.
- The project maximizes partnerships in the community.

SHC: Staff has reviewed the Sunstone Housing Collective proposal to determine whether it meets the eligibility criteria for uses and for applicants and if the proposal addresses the preferences within section 4 of resolution 2008-34.

- The project is aimed at providing new housing units.
- The project addresses unmet housing needs as identified in the Housing Capacity Analysis.
- The project retains a unit as affordable to a population with a documented need.

STAFF RECOMMENDATIONS

Staff's recommendations are based on evaluation of applicant and activity eligibility, program preferences and the City's five-year Consolidated Plan Goals, agency experience and capacity, and readiness to proceed with the activity.

Staff recommends award of the 2024 AHTF funds as follows:

- \$40,000 to Ashland Community Land Trust Organizing Committee
- \$100,000 to Habitat Housing Proposal
- \$155,000 to OHRA
- \$55,000 to Sunstone Housing Collective

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