

# Council Business Meeting

December 21, 2021

<b>Agenda Item</b>	Peace House-Rogue Retreat Community Development Block Grant-CARES Act funding request for the provision of meals	
<b>From</b>	Linda Reid	Housing Program Manager
<b>Contact</b>	<a href="mailto:reidl@ashland.or.us">reidl@ashland.or.us</a> 541-552-2043	

## **SUMMARY**

Staff has received a request to assist with the provision of meals for the residents of the Ashland Shelter Community run by Rogue Retreat and located at 2082 E. Main. Rogue Retreat has done extensive community outreach regarding the provision of meals to the residents in the shelter. This has resulted in a hot meal being provided by volunteer church groups three days a week on site. Rogue Retreat has been in discussion with Peace House, an organization which has been providing a hot meal to the most vulnerable in the Ashland community four days a week since the onset of the pandemic, about providing meals the remaining four days a week at the Ashland Shelter Community site. Peace House has indicated that they can provide the meals in conjunction with the existing community meal program that they are already offering, but would need funding to support the provision of additional meals to the residents of the Rogue Retreat shelter. Peace House and Rogue Retreat discussed providing 4 meals a week for 17 weeks for up to 49 individuals at a cost of \$47,040. Both Rogue Retreat and Peace House have approached the City to assist in providing funding to support this effort. Peace House and Rogue Retreat are requesting the City provide \$47,040 in CDBG-Cares Act funding to support this meals program. The City can choose to provide the full amount or a lesser amount.

Please provide staff with direction on how to proceed with the request and respond to Rogue Retreat and Peace House regarding their request for financial assistance in providing meals to homeless populations residing at the 2082 E. Main shelter. Attached you will find a narrative from Peace House detailing the request as well as a budget for the meals program.

## **POLICIES, PLANS & GOALS SUPPORTED**

[2020-2024 Consolidated Plan for Use of CDBG funds](#)

Tier 1: Higher Priority

- Emergency Preparedness
- Address Climate Change

Tier 2: Moderate Priority

- Economic Development
- Housing Needs
- Homeless Services
- All-Age Friendly Community

## **PREVIOUS COUNCIL ACTION**

N/A

## **BACKGROUND AND ADDITIONAL INFORMATION**

In June 2020 and May of 2021 the City of Ashland received additional allocations of CDBG funding through the Coronavirus Aid, Relief and Economic Security Act to prevent, prepare for, and respond to issues related to the Coronavirus pandemic. In that time the City utilized CARES Act funding to address several urgent community needs, including the provision of emergency non-congregate housing for homeless populations, and funding to the community meals program run by Peace House and Options for Helping Residents of Ashland.

The City continues to carry a balance of funding from the Community Development Block Grant Coronavirus Aid, Relief and Economic Security (CDBG-CARES) Act totaling \$145,178 (\$26,000 of that funding is 2020 funding subject to the Covid related Mega-waiver, and \$119,000 in CARES act funding). This funding must be used to prevent, prepare for, and respond to issues related to the Coronavirus pandemic. Therefore, this funding cannot be used to support the development of affordable housing, unless that housing had a coronavirus nexus. Given the size and timing of the request from Peace House and Rogue Retreat for an emergency allocation of CDBG-CV funds, this request is being presented directly to the City Council for approval of an award of funds. “

These awards were made on a shortened timeline (with a reduced five-day public notice) in order to fulfill HUD’s mandate regarding the CARES act funding, of getting the funding out to grantees quickly to address and mitigate urgent issues related to the Coronavirus pandemic. The funding has a six-year expiration date from the time that the City received the award, however, the funding is required to address issues related to the pandemic, and therefore will need to be fully expended while the City is still experiencing repercussions related to the pandemic.

Traditionally, the City of Ashland issues a Request for Proposals for CDBG funding in early January of each year, with a 45-day application period. The Housing and Human Services Commission reviews applications and makes award recommendations to the Council at their regular meeting in March, then the Council reviews applications and award recommendations and makes a final award determination in April. City staff was intending to include the remaining CDBG-CARES act funding in the regular RFP process, with the acknowledgement that CDBG-CARES act funding should be awarded only to activities that meet the CARES act criteria of preparing for, preventing, and responding to issues related to the Coronavirus Pandemic. However, due to the urgent need and the immediate timeline of the proposed activity, City staff is asking that the Council consider this request outside of the usual Request for Proposals process.

### **FISCAL IMPACTS**

An award to Peace House and Rogue Retreat at this time would reduce the amount of CDBG-CARES act funding offered through the competitive RFP process in January 2022 by \$47,040 or less, depending on if and how much the City Council wishes to provide.

### **STAFF AND COMMISSION RECOMMENDATION**

N/A

### **ACTIONS, OPTIONS & POTENTIAL MOTIONS**

I move to approve the award of \$\_\_\_\_\_ to Peace House for the provision of meals to the residents of the Ashland Community Shelter run by Rogue Retreat.

**REFERENCES & ATTACHMENTS**

Letter from Peace House

Meals Program Budget



December 13, 2021

Dear Linda,

Thank you for your inquiry and willingness to look at what we are discussing with Rogue Retreat.

In conversation with their coordinator, Phil Johncock, we understand that after trying to cover meals seven days a week. After beating the bushes for volunteers to come up with donated food for each evening, Rogue Retreat realizes that the local volunteer and religious communities are stretched to the limit, after COVID and the Alameda Fire, plus the reality of an aging volunteer and COVID-wary population.

Our current Uncle Food's Diner program is actually a manifestation of an alternative, or a remedy to these issues. When the pandemic began and we faced concerns about COVID-spread, Uncle Food's together with Representative Pam Marsh, Peace House-Uncle Food's Diner; Jobs With Justice and the UCC Monday Meal arranged to cover seven days a week for the homeless and hungry in 5 non-congregant areas of Ashland, including extra hand-washing stations and porta-johns.

In the "Uncle Food's" case, this was directly due to the fact that our Tuesday Community Meals could no longer use the First Methodist Church Parish Hall for meals, though we were able to continue using their kitchen for meal production by staying closed to the public.

We kicked into high gear within five days of the COVID shutdown and have now continued for almost two years on the four-day-a-week with a deeply committed staff. Clearly, we had to hire people to work the kitchen, as all our volunteers were over 60 years of age and isolating due to COVID. We were able to get COVID funding as well as emergency grants from three foundations -- the Oregon Community Foundation; Access (CARES Act funding); and the Carpenter Foundation. Those sources are not likely to be available in the future.

Because the Peace House / Uncle Food's Diner has deep roots in this community, dating to its inception in 1992, and a good track record of accountability, we also received private donations and ran three successful fundraisers specifically for the Diner project. We have developed expanded relationships with the Ashland Food Bank. Some food comes from the Food Angels as well. We pick up close-to-dates food at Shop 'n Kart and Market of Choice. We then share it with the Ashland Food Bank, cull what cannot be used, and repurpose what can be used.

To date, we have served well over 54,000 meals with delivery spread out to five local sites across Ashland since March 25th of 2020. The food serves the unhoused, as well as many who are hungry because they are experiencing high rent that causes them to sacrifice their health care; prescriptions and general food purchasing. The food may often serve those disabled and elderly who are unable to shop for food or cook for themselves; those who have become unemployed from the COVID economy changes and those experiencing the 25% increase in food costs and gas..

We hear that at Access, the Medford volunteers are aware of the increase in seniors who are coming to their food bank because they cannot afford to buy enough food. Young mothers are having serious financial stress. Unemployment is high. Access is concerned about how to help people sustain themselves in these times.

What we are faced with in the request from the Ashland Shelter Community, is an expansion of our meal delivery up to 49 meals per day. Our count has not gone down since the OHRA and Rogue Retreat shelters opened. We have no indication that this is going to change. We do have the kitchen to increase our count sufficiently, but not the income to cover the cost of additional staffing, food and deliveries.

We have barely enough money to service the on-the-street population through March of 2022. We understand that there is still COVID funding in the Ashland Housing and Human Services budget. We are counting on the City of Ashland to assist Rogue Retreat in this shelter operation to the extent that we can continue to provide food for the Community Shelter. Our organization is already running a deficit by continuing to service Rogue Retreat as well as those on the street. As it is, we are expecting to cut back our program to one day a week April 1st, 2022. We have, out of faith and noblesse oblige, begun to service the Rogue Retreat shelter in Ashland since December 8th. However, will not be able to continue this service past December 31st without funding from Rogue Retreat.

Please see our total weekly budget, carefully delineated according to our cost accountant and office manager. The Rogue Retreat portion of the cost is estimated at \$47,000 for 49 souls, within the December 8, 2021 and March 31, 2022 time frame, for a total of 3136 meals at \$15. per meal.

St. Vincent DePaul ("Vinnies") charges \$25.00 per meal when they provide meals for other nonprofits including the Dunn House and Rogue Retreat. They do this service for Dunn House because the volunteer meals are not coming in as they used to due to COVID and the high cost of food which the volunteers (who are elderly and have the time to cook) cannot afford to buy.. We are seeing volunteers laid up with COVID as another factor county-wide.

Enclosed please find our Weekly meal; cost/outline of the operational costs of producing the food needed for the Community Shelter Program. While we are certainly willing to serve, we are very concerned about the sustainability of our ability to support the Ashland Community Shelter.

Sincerely, Elizabeth V. Hallett, Director, Peace House

[Preview attachment Ashland Shelter Meals 12-13-21.pdf](#)



[Ashland Shelter Meals 12-13-21.pdf](#)

[121 KB](#)

UFD Meal Cost

	<b>Weekly Budget</b>			
Maren/Chef 8 hr @ \$20 X 4	\$	640.00		
Staff - 5 @ \$16.59 X 6 hr X 4	\$	1,991.00		
Dishwasher - \$16.59 X 6 Hr X 4	\$	398.00		
Food Pickup 3 hrs 2 times a week	\$	220.00		
Payroll Tax & Wcomp	\$	761.00		
Rent	\$	462.00		
Food & Supplies	\$	535.00		
Liability Insurance	\$	21.00		
Travel-food pick up	\$	15.00		
Contingency/Equip & Staffing	\$	50.00		
Added Admin hours-EVH	\$	160.00		
Added Office Hours-CMH	\$	80.00		
<b>Total Kitchen Cost</b>	<b>\$</b>	<b>5,333.00</b>		
 <b>Delivery Cost:</b>				
Vehicle	\$	22.00		
Driver 3 hrs @ \$17 x 4	\$	204.00		
Helper 3 hrs @ \$17x 4	\$	204.00		
Incidental	\$	25.00		
<b>Total Delivery Cost</b>	<b>\$</b>	<b>455.00</b>		
 <b>Total Cost</b>	 <b>\$</b>	 <b>5,788.00</b>		
 <b>125 meals X 4 days per week</b>	 <b>\$</b>	 <b>11.58</b>	<b>Raw Cost</b>	
	\$	3.42	OH & Insurance	23%
	\$	<b>15.00</b>	<b>Per person meal Charge</b>	
 Ashland Shelter Community				
49 meals per day, 4 days per week,				
From 12/7 thru 3/31 = 64 days X 49=				
3136 Meals total X \$15 per meal	\$	47,040.00		