



## Options for Homeless Residents of Ashland (OHRA)

DATE: February 16, 2016

TO: Linda Reid, City of Ashland

FROM: Options for Homeless Residents of Ashland (OHRA)

SUBJECT: *Application in Response to the City's 2016 CDBG Social Services Grant RFP*  
*Options for Homeless Residents of Ashland (OHRA) is pleased to submit this Application for funding a portion of its mission at Ashland Community Resource Center (ACRC), located on Clover Lane in Ashland, Oregon.*

*OHRA is a 501(c)(3), non-profit organization dedicated to providing the homeless and low-income residents of Ashland with opportunities to improve their life situations and leave poverty and homelessness behind.*

*In February of 2014 OHRA opened the Ashland Community Resource Center as a joint partnership between OHRA and ACCESS. The City of Ashland provided an initial grant of \$100,000 for ACRC operations for 2014 and 2015 with the understanding that OHRA would develop additional funding resources. Here's how we're doing:*

- o In 2013 OHRA received \$1,191 in cash donations and non-City grants*
- o In 2014 OHRA received \$44,330 in cash donations and non-City grants*
- o In 2015 OHRA received \$60,846 in cash donations and non-City grants*

*Along with financial resources, the following partnerships have been vital to the services we provide to our clients: 17 Community Partners, 9 Faith Community Partners, 9 Business Partners (specific names listed in Annual Report) and 65 Individual Volunteers.*

*This Grant Application requests \$12,664 of CDBG Social Services funds for a portion (50%) of the salary of the Lead Resource Navigator for a project entitled: "Housing and Jobs for Those in Need in Ashland." Here is a summary of the Project Budget:*

*\$12,664 Funding from this Grant Proposal (50% of Lead Resource Navigator's Salary)*

*\$29,856 Funding from other OHRA funds (donations and charitable gifts)*

*\$ 3,253 Funding from our ACRC Community/Business/Faith Partners*

*\$ 7,656 Funding from a 2015 Grant for the Ashland City Job Match Program*

*\$53,429 Total Project Budget*

*Based on our work in 2015 we feel confident that this project will be able to meet three primary goals:*

- ☒ *Secure housing for 21 families that are currently homeless*
- ☒ *Prevent 32 presently housed families from losing their housing*
- ☒ *Secure employment for 21 individuals currently unemployed*

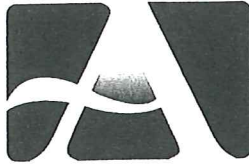
*In responding to the questions within this Grant Application we have been mindful of the City of Ashland's Strategic Plan. Wherever possible we have attempted to address the City's Strategic Priorities, Implementation Strategies and Outcome Measurement concerns as expressed in that Strategic Plan. Specifically this proposal meets Goal 5.4 of the Strategic Plan, which requests proposals that "encourage the effectiveness of the Resource Center."*

*The proposal also meets the HIGH spending priority identified in the City of Ashland's 2015-2019 Consolidated Plan; Support Services for homelessness outreach, prevention and transition and the Goal Outcomes of rent/security deposit assistance and direct services to homeless populations.*

*We commit to building on our early successes serving Ashland's homeless and low-income community members. We look forward to your questions and comments.*

*John Wieczorek, President of OHRA Board of Directors, 541-482-8230*

*Regina Ayars, Member of OHRA Board of Directors, 541-941-8627*



**CITY OF ASHLAND**  
**2016 Program Year Community Development Block Grant (CDBG)**  
**Application**

**I. APPLICANT INFORMATION**

**Applicant Organization Name:**

Options for Homeless Residents of Ashland (OHRA)

Executive Director's Name(s): John Wieczorek, President of the Board of Directors. No paid or unpaid Executive Director.

Board Member Names (attach separate sheet) ATTACHMENT #1

**Applicant Mailing Address:** OHRA, PO Box 1133, Ashland Oregon 97520

**Applicant Street Address:** OHRA, 572 Clover Lane, Ashland Oregon 97520

**IRS Classification:**

**Federal Tax:**

**Mission Statement: (may be attached)**

OHRA is dedicated to providing homeless and low-income residents of Ashland with opportunities to improve their individual situations and leave poverty and homelessness behind. OHRA promotes responsibility for self-care and caring for others, and seeks full inclusion of low-income residents in the life of the community. The Ashland Community Resource Center (ACRC), a partnership between ACCESS and OHRA, provides the services that enable those in need to become self-sufficient and able to engage as a member of the community.

**Total Employees:** 2    **Total Volunteers:** 65

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

Name: John Wieczorek

Title: Board President, Options for Homeless Residents of Ashland (OHRA)

Phone Number: 541-482-8230

Fax Number: 541-488-6935

E-mail Address: info@homelessoptions.org

### III. PROJECT INFORMATION SUMMARY

Project Name or Title: Housing and Jobs for Those in Need in Ashland

Projected Completion Date: This is an on-going project. Funds requested are for use through June 2017

Requested CDBG Funds: \$ 12,664

Organizational Match: \$ 29,856

Funds from Other Sources: \$ 10,909

Total Project Cost: \$ 53,429

#### Application Contents

1) Complete Application Form . COMPLETED

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

This Grant Application requests \$12,664 of CDBG Social Services funds for a portion (50%) of the salary of the Lead Resource Navigator for a project entitled: "Housing and Jobs for Those in Need in Ashland." Here is a summary of the Project Budget:

\$12,664 Funding from this Grant Proposal (50% of Lead Resource Navigator's Salary)

\$29,856 Funding from other OHRA funds (donations and charitable gifts)

\$ 3,253 Funding from our ACRC Community/Business/Faith Partners

\$ 7,656 Funding from a 2015 Grant for the Ashland Job Match Program

\$53,429 Total Project Budget

Based on our work in 2015 we feel confident that this project will be able to meet three primary goals:

1. Secure housing for 21 families that are currently homeless

2. Prevent 32 presently housed families from losing their housing
3. Secure employment for 21 individuals currently unemployed

### **3) Property Information**

NOT APPLICABLE

### **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).**

Clients that come to the ACRC are assisted by Resource Navigators who fill out an intake form by interviewing the client to collect information that enables the Resource Navigator to assess what the client's primary and secondary needs are and/or what services are required. The Resource Navigator prioritizes those needs and determines how the ACRC can assist in meeting those needs. Whenever possible the Resource Navigators fulfill the needs of the clients to ensure that their living conditions are improved and that there is timely closure on the client's requirements.

All Resource Navigators are volunteers except the Lead Resource Navigator who is a part-time paid employee. This position requires the most knowledge and the individual in the position both provides services to individual clients and acts as a reference for the volunteer Resource Navigators. The Lead Resource Navigator reviews applications and arranges for background checks of new volunteer Resource Navigators. The position also orients, trains and supervises the volunteer Resource Navigators on a daily basis. The position reviews all intake forms prior to permanent client folders being created and data being entered into the statewide Service Point database, which enables tracking and monitoring of clients as they are provided services. The position also coordinates and delivers quarterly volunteer trainings on new procedures and policies. The Lead Resource Navigator manages the "Job Match" program interviewing clients and matching them with available jobs. The position coordinates with the City of Ashland in posting available positions on the "Jobs Match" website.

The current Lead Resource Navigator has a BA degree in Human Services with a certification in Conflict Resolution.

Many needs/services can be delivered by the ACRC Resource Navigators directly:

- ☒ Motel vouchers from our family emergency fund - The ACRC sets aside substantial monies each month (\$2,000) to enable us to offer emergency housing for families in need.
- ☒ Warm clothes and gear - The ACRC has a garment closet of donated clothing and other survival items. Clients can receive needed items. The ACRC also receives new donated sleeping bags, tarps, tents and purchases new winter boots. These items are distributed by the Resource Navigator.
- ☒ The Dress for Success Program assists clients with clothing, haircuts and transportation to go on job interviews and meet with potential employers.
- ☒ Assistance in applying for state and federal benefits - Resource Navigators are knowledgeable in applying for social security as well as disability insurance program benefits and assist clients in navigating these processes.
- ☒ Assistance in applying for a birth certificate, driver's license or state identification card - Without proper identification clients can not apply for eligible benefits or a job. Any cost is either paid for by the ACRC or a community partner.
- ☒ Creation of a resume - Resource Navigators skilled in resume development assist clients in updating or creating resumes to apply for employment.
- ☒ Application for a cell phone - Many clients do not have cell phones. There is an on line service that provides free cell phones and limited minutes. Resource Navigators assist clients in applying for a phone.
- ☒ Bus Passes - The lack of public transportation impacts homeless and low-income people at all levels. They are unable to get to doctors' appointments, job interviews, shelters, community meals, etc. The ACRC since July of 2014 when RVTB stopped donating bus passes, have purchased "Helping Hands" passes.
- ☒ Mailbox and phone services - Homeless and low income people do not have a permanent mailing address and if they do not have a cell phone, no place for a message to be left for them. There is also a dedicated phone for their use while at the ACRC. Mail is delivered by the post office and guests pick up their mail including prescriptions.

Indirect services are provided through our community, faith and business partners. Resource Navigators contact and coordinate outreach to these partners for additional services or funding.

All of these services directly and indirectly assist clients in obtaining employment and housing. The Resource Navigators create client files and document intake information and actions taken. The Resource Navigator is the primary point of contact for the clients as they continue using the ACRC. The Resource Navigator documents all services provided by ACRC or community partners.

The target audience receiving these services are homeless and low-income - 60% unhoused and 40% housed.

These services align with Goal 5.4 of the City Council's 2015-2017 Strategic Plan:

**5.4 Encourage the ongoing effectiveness of the Resource Center.**

**5) A work program and time line including a complete list of tasks and estimated start and completion of each task**

(please complete attached Form A Project Schedule). A-2 ATTACHED

## 6)Financial Information

### Project Budget

	Proposed Social Services Grant (50% Lead Resource Navigator Salary)	OHRA Funding	OHRA Partners' Funding	City of Ashland Job Match Funding	<b>Totals</b>
1. Resource Navigator	\$12,664				\$12,664
2. Family Emergency Fund		\$13,631	\$3,253		\$16,884.
3. Ashland Job Match Funds				\$7,656	\$7,656
4. OHRA Misc Expenses		\$1,600			\$1,600
<b>Total Financial Budget</b>	<b>\$12,664</b>	<b>\$15,231</b>	<b>\$3,253</b>	<b>\$7,656</b>	<b>\$38,804.00</b>
5. OHRA Volunteers		\$14,625			\$14,625
<b>Total In-kind Budget</b>	<b>\$0</b>	<b>\$14,625</b>	<b>\$0</b>	<b>\$0</b>	<b>\$14,625</b>
<b><u>Total Budget</u></b>	<b>\$12,664</b>	<b>\$29,856</b>	<b>\$3,253</b>	<b>\$7,656</b>	<b>\$53,429.00</b>

1. Resource Navigator: 50% of the Lead Resource Navigator's Salary for 30 hours per week for 12 months at a fully loaded hourly rate (workman's comp. + vacation + sick time)
2. Family Emergency Fund:
  - a. OHRA Family Emergency Fund: An estimate of direct family emergency funds used in Lead Resource Navigator's work
  - b. OHRA Partners' Funds: An estimate of directed family emergency funds used in Lead Resource Navigator's work
3. Ashland Job Match Funds: An estimate of Ashland City Grant funds used to remove barriers in securing employment
4. Misc OHRA Expense: Assumes \$125 per month of misc. OHRA funds
5. OHRA Volunteers: This is the Federally approved volunteer rate assuming 50% of one volunteer, 5 hours per day, 5 days per week, over 12 months

Note: We have not included prorated portions of Overheads such as Rent, Insurance, Utilities and etc.

## 7) Eligibility for Federal Funding

YES- client services



## General Information

- a. YES, the project is within the Ashland city limits
- b. HUD presumes that elderly, handicapped, homeless and persons with mental or emotional disturbances have low or moderate incomes. All ACRC clients meet this criteria with 60% being homeless and extremely low income.
- c. The project is an on-going project and services are currently being provided using existing grant and donation monies that will expire in June 2016.

**Note:** If this grant is NOT awarded monies will be used from OHRA General Fund to pay for 50% of Lead Resource Navigator's salary. This means that less monies will be available for the Family Emergency Fund and other direct client services.

## Housing Development, Land Acquisition, or Rehabilitation Specific Information

d-i. NOT APPLICABLE

**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.**

OHRA is dedicated to providing the homeless and low-income residents of Ashland with opportunities to improve their life situations by finding housing and employment leaving poverty and homelessness behind.

In February 2014 OHRA opened the Ashland Community Resource Center (ACRC), a joint partnership between OHRA and ACCESS. The City of Ashland has provided \$100,000 for ACRC operations for 2014 and 2015 with the understanding that OHRA would develop additional funding resources. Here is how we are doing:

- ☒ In 2013 OHRA received \$1,191 in cash donations and non-city grants
- ☒ In 2014 OHRA received \$44,330 in cash donations and non-city grants
- ☒ In 2015 OHRA received \$60,846 in cash donations and non-city grants

Along with financial resources, the following partnerships have been vital to the services we provide to our clients: 17 Community Partners, 9 Faith Community Partners, Business Partners and 65 individual volunteers. (A list of these specific partners and our 2015 results can be found in the attached 2015 OHRA Annual Report.)

Our homeless and low income clients receive the following services at ACRC: job search and resume services, housing referral services, case management through volunteer Resource Navigators, personal identity documentation services, mail box services, internet access, printing and various personal services (food, clothing, restrooms, backpack storage, cold weather gear and more).

In the middle of 2014, a mobile shower trailer was donated that enabled ACRC to offer showers and laundry twice a week. This is a mobile unit that travels to two locations during the week. During the year 2015, 1838 showers and 550 loads of laundry were provided.

ACRC has recently (September 2015) established a "Job Match" Program in partnership with the City of Ashland and a Leightman-Maxey Foundation grant. Clients are assessed for their job skills and matched with employers who are in need of people to fill jobs.

During 2015, the ACRC has provided the following services;

- 723 individuals each in some degree of life stress; financial, physical, emotional, mental and/or addiction (60% homeless 40% housed)
- 42 families were housed each previously living in a place not intended for permanent human habitation; tent, automobile, shelter or outside.
- 63 housed families received rental and/or utility assistance allowing them to remain in their existing homes
- 264 hours of mental health and/or drug and alcohol counseling
- 14 individuals were employed through "Job Match" a newly implemented program (September 2015) between OHRA and the City of Ashland
- 1,838 showers and 550 loads of laundry were provided in the mobile van that delivers these services twice a week at two locations
- 6,175 total number of visits to ACRC. Our goal is to provide a safe, hospitable environment, one that fosters healing. Many guests require multiple visits prior to accepting services. (This number includes repeat visits, often for hospitality only)

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

YES

Self-sufficiency is a crucial component that allows individuals facing extremely difficult challenges to be more resilient. Homeless and low-income people struggle with maintaining control over the circumstances in their lives. This can bring a level of hopelessness that is hard to overcome. Giving people the skills, the tools the resources they need to overcome their circumstances allows for the hope of a better life to be a possibility.

The ACRC offers services that address basic needs (food, clothing, sleeping bags, tents) and support to find housing and employment.

The ACRC has helped find employment for 14 individuals since September 2015. There are 10 people on a wait-list waiting for a job to become available. As the "Job Match" Program gains credibility within the community of providing skilled and reliable workers more jobs will become available. The dignity that comes through having a job is powerful and empowering.

The ACRC housed 42 families each previously living in a place not intended for permanent human habitation; tent, auto, shelter and outside. 63 housed families received rental and/or utility assistance, allowing them to remain in their existing homes.

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

The individuals and families served at the ACRC receive one or more of the following benefits either directly or indirectly to referral to other partners:

- ☒ Assessment of needs by a Resource Navigator
- ☒ Referral to on-site or other agency professional services; veterans benefits, mental health, legal counseling
- ☒ If requested, employment assistance; resume development, skills assessment, job matching, haircuts, interview clothing
- ☒ Transportation assistance; bus pass, car repair, bus ticket
- ☒ Warm weather equipment; clothing, tents, tarps, sleeping bags, boots
- ☒ Rental and/or utility assistance allowing them to remain in their homes
- ☒ Assistance in applying for affordable housing including financial assistance

**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:**

**Number of extremely low-, low- and moderate-income individuals served in the project area on an annual basis.**

In 2015, 723 individuals received services at ACRC beyond hospitality (coffee, food). These services include clothing, camping gear, bus passes, rental assistance, job search. Each person has been interviewed by a Resource Navigator and filled out an intake form or "snapshot." All clients that have been assessed and have a file developed for them are entered into the state Service Point database. This enables clients to be monitored as they use multiple agencies.

Individuals and families with moderate incomes do not seek out services at the ACRC.

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

723 individuals

**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.**

Specify the target population to be served.

Extremely-low, low income individuals

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.)

723 individuals were served during 2015. Of this number 253 were housed and 57 were veterans.

Individuals and families with moderate incomes do not seek out services at the ACRC.

Total number of individuals in target population to be served on an annual basis.  
Percent low and moderate income.

**Ashland Statistics**

Population: 20,684

At or below poverty level: 3,764 or 18.2%

Poverty level:

Family of four - \$23,850

Single adult - \$11,670

**Source**

US Census Bureau

US Census Bureau

HUD

**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.**

Although people served at the ACRC are not asked for proof of their income, they are assessed during the intake process by Resource Navigators as to their ability to pay for needed services. Generally, homeless people are presumed by HUD to be primarily extremely-low to low incomes.

**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.**

NOT APPLICABLE

**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.

The Resource Center has the administrative capacity to complete the project.  
Paid staff (Lead Resource Navigator and Center Director)

a. The Resource Center has been in operation since February 2014 and provided many of the services outlined in this project. "The Housing and Jobs for Those In Need In Ashland" is a program with a new "Job Match" component, which is partially funded by the city of Ashland .

b. OHRA has a maintenance reserve of \$37,092 as of January 2016.

c.- h. N/A

i. Describe project funding from other resources

OHRA Family Emergency Fund which is funded by OHRA General Fund	\$13,631
OHRA Partners	3,253
City of Ashland Job Match Funding	7,656
OHRA General Fund	1,600
OHRA Volunteers (in-kind)	14,625

**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.**

NOT APPLICABLE

**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.**

ATTACHMENT #1	List of OHRA Board Members
ATTACHMENT #2	IRA 501c3 Tax Exempt Letter
ATTACHMENT #3	List of OHRA Partners
ATTACHMENT #4	2015 Annual Report

**16) CDBG Application Checklist** (see pages 25-26). Attach Forms A, B, & C.

**CITY OF ASHLAND**  
**2016 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.**

<b>A. Applicant's Background</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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>B. Project Location and Land Use Issues</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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

<b>C. Environmental Issues</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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 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
<b>D. Labor Requirements</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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		
<b>E. Displacement and Relocation</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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
<b>F. Property Data</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
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**

<b>Activity</b>	<b>Start Date</b>	<b>Completion Date</b>
House 21 unhoused families	July 2016	June 2017
Enable 32 families to remain in their homes	July 2016	June 2017
Find employment for 21 people	July 2016	June 2017

**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)**

## Uses of Funding

[illegible]

18

**Form B-2**  
**To be completed for Social Service Proposals**

**Social Service Proposals**

	<b>Total Cost</b>	<b>CDBG Request</b>	<b>Other Source(s)</b>
Direct Client Services	\$24,540	\$0.00	\$24,540
Wages (of personal providing direct client services)	\$27,289	\$12,664	\$14,625 (OHRA Volunteers at Federally suggested hourly rate)
Materials/Supplies	\$1,600	\$0.00	\$1,600
Marketing/Outreach	\$0.00	\$0.00	\$0.00
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.	\$0.00	CDBG Funds are not available for program administration	Administration and Overheads will be paid by OHRA and have not been included in the Project Budget
<b>Total Project Cost</b>	<b>\$53,429</b>	<b>\$12,664</b>	<b>\$40,765</b>

### 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).

The following is the current secured, conditional and tentative funding for OHRA

Sources	Secured	Condi- tional (awarded with conditions)	Tentative	Commitment Date
Federal Grants				
State Grants				
Local Grants	\$37,500 Social Services Grant from City of Ashland. Remaining portion of \$15,000 Grant from City of Ashland for "Job Match" Program			
Non Governmental Grants	Remaining portion of \$10,000 Grant from Carpenter Foundation. Remaining portion of \$10,000 Grant from Leightman Maxey Foundation		\$7,000 (Ford Family Found. & Washington Federal)	Expect to receive FFF and WF funding prior to 3/1/2016
Donations/Gifts	\$46,096 donations in calendar yr. 2015		\$55,000 (OHRA 2016 charitable giving goal)	12/31/2016
Applicant Contribution				
Program Income				
Loans				
Other (specify)				
Other (specify)				
<b>TOTAL</b>	Approximately \$70,000 funding has been secured for 2016		Approx. \$60,000 of calendar 2016 is not yet secured	

**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.**

Not Applicable

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**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: Options for Homeless Residents of Ashland (OHRA)  
Organization is:

**Non-Profit 501C3**

**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

NONE

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

NONE

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)

ATTACHMENT #1

## **Attachment #1**

### **OHRA Board of Directors**

John Wieczorek, Member and President , Real Estate Broker with Gateway Real Estate, 541-482-8230

Montye Male, Member, Secretary, Retired (formerly Vice President for Communications for Weyerhaeuser Corporation), 541-708-0741

Harriet Snyder, Member and Treasurer, Retired (formerly Computer Program Analyst), 541-482-4492

Regina Ayars, Member, Community Liaison, Retired (formerly Director for Software Developer Support, Sun Microsystems), 541-941-8627

Sharon Harris, Member, retired, (formerly analyst in the Information Technology field) soon to be business owner of Radicle Oil, a culinary seed oil business, as a means to bring jobs to the underemployed residents of the Rogue Valley and to share proceeds with nonprofits, 208-215-1422

Ken Gudger, Member, Fundraising Chair, Retired (formerly Chairman of the Board and CEO of Global Energy Partners, LLC), 541-531-3472

INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

## DEPARTMENT OF THE TREASURY

Date: JUN 10 2014

OPTIONS FOR HOMELESS RESIDENTS OF  
ASHLAND  
PO BOX 1133  
ASHLAND, OR 97520

Employer Identification Number:  
61-1693223  
DIN:  
17053150314023  
Contact Person:  
ANDREA SPECK ID# 95044  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
December 31  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990 Required:  
Yes  
Effective Date of Exemption:  
June 18, 2012  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,



Director, Exempt Organizations

Enclosure: Publication 4221-PC

Letter 947



# **Attachment #3**

## **OHRA Partnerships**

### **Community Partners**

ACCESS  
Ashland Emergency Food Bank  
Ashland Food Co-op  
Ashland Rotary  
Ashland YMCA  
The Carpenter Foundation  
City of Ashland  
Consumer Credit Counseling  
Dept of Disability Services  
Easter Seals  
Jackson Co. Fuel Committee  
Jackson Co. Mental Health  
Jackson Co. Sexual Assault Response Team (JCSART)  
The Leightman-Maxey Foundation  
Oregon Action  
Rogue Valley Coalition of Governments (RVCOG)  
Rogue Valley Veterans Services,  
Senior Protective Services  
Street Dogs  
The Listening Post  
VA & VAHA

### **Faith Communities**

Ashland First United Methodist Church  
Ashland United Church of Christ  
Ashland First Presbyterian Church  
Rogue Valley Unitarian Universalist Fellowship  
St Vincent DePaul of Ashland, Medford and Grants Pass  
Temple Emek Shalom  
Trinity Episcopal Church

### **Business Partners**

Food Angels  
Ashland Umpqua Bank  
Martolli's  
Caldera Brewery  
Shop N Kart  
Whistling Duck Farm  
Habitat for Humanity, Re-Store