

Washington County Local Implementation Planning Committee
August 27th, 2020
Meeting #1 - 2 – 4 pm
Zoom Meeting

1. Welcome *Ruth Osuna - 40 minutes*
 - a. Very brief overview of committee role
2. Introductions/ Ice Breaker
 - a. Self-Introductions
 - i. Where are you and your family from?
 - ii. What is one thing you are doing to manage during this pandemic?
 - iii. Note that we will do a check in at the beginning of each meeting to make sure the committee can share anything they may be dealing with.
3. Role Clarification and Committee Charge *Ruth Osuna - 15 minutes*
 - a. Members
 - b. Washington County Staff
 - c. Washington County Board of Commissioners
 - d. Metro
 - e. Facilitator
4. Action: Agreement on meeting participation and decision-making. *Jennie Proctor - 30 minutes*
 - a. How do we want to work together? Create some group agreements. (these should be listed at the bottom of every agenda and reviewed and modified at each meeting)
 - i. Facilitate discussion with group
 - ii. Additional suggested agreements for group to discuss if they don't come up
 1. Whenever possible, keep video on
 2. Raise hand in chat box to speak
 3. Everyone should be given an opportunity to speak on each topic
 4. Step up/step back. Facilitator will encourage this
 5. Opinions and lived experience are important considerations for group
 6. Respect differing perspectives
 7. Assume best intentions, though intent and impact are often times different, be open to feedback about this either privately or within the group, which would you prefer?
 8. There may be some challenging and triggering topics or stories shared that should stay in this group, lessons can be shared.
 - b. How do we want to make decisions?
 - i. Consensus? Explain process. Thumbs up, sideways, block down
 - ii. Majority? Minority opinion?
 - c. Logistics questions
 - i. Since this is a big group, would you be willing to break into smaller groups during the meeting to have discussion and report back?
 - ii. Does anyone need special accommodations to participate?

iii. Sharing material. We will send materials via email or other

5. Overview of the Measure – Discuss values of the regional program *Ruth Osuna - 30 minutes*

Metro Meeting Agenda adopting Ordinance 20-1445 and Resolution 20-5085.

<https://oregonmetro.legistar.com/View.ashx?M=A&ID=762273&GUID=4E68EF53-7587-4369-9577-3D2666E08CD1> (2/25/2020)

Metro Ordinance No. 20-1445. For the purpose of seeking voter approval of a personal income tax and business profits tax for supportive housing services.

<https://www.oregonmetro.gov/sites/default/files/2020/02/24/metro-council-ordinance-20-1442-20200223.pdf> (2/25/2020)

6. Discuss future meeting days and times

7. Big questions – the Committee hopes to answer over the next three months

8. Thoughts/Comments

Attachments:

List of Local Implementation Planning Committee Members

List of

Glossary of Terms

Metro Ordinance No. 20-1442

Next Meetings

Meeting #2	September 10	2 – 4 pm
Meeting #3	September 24	2 – 4 pm
Meeting #4	October 8	2 – 4 pm
Meeting #5	October 22	2 – 4 pm
Meeting #6	November 12	2 – 4 pm

WASHINGTON COUNTY LOCAL IMPLEMENTATION PLANNING STAKEHOLDERS

August 13, 2020

Local implementation plans must be developed using locally convened and comprehensive engagement processes that prioritize the voices of people with lived experience and from communities of color.

Categories (Those categories *not in italics* are specific categories called out in Metro Ordinance 20-1442. Those in *italics* are categories of CoC membership that are not specifically aligned with the categories found in Ordinance 20-1442.

Suggested membership for the locally convened group to develop the LIP.
(*Person of Color)

	Categories	##	NAME	AFFILIATION
1.	People with lived experience of homelessness and/or extreme poverty	1	Sara Huggins-Smith, Formerly Homeless (HPAC)	SOS-Shelter
2.	People from communities of color and other marginalized communities	2	Ignolia Duyck, Outreach Manager*	Virginia Garcia Memorial Health Clinic
			Toc Soneoulay-Gillespie, Population Health Partnership (HSSN)*	Care Oregon
3.	Culturally responsive and culturally specific service providers	1	Nelli Salvador, Senior Services/Slavic Center*	Immigrant & Refugee Community Organization (IRCO)
4.	Elected officials, or their representatives, from the county and cities participating in the regional affordable housing bond	3	Komi Kalevor, Executive Director (HPAC)*	Housing Authority of Washington County
			Javier W. Mena, Sr. Development Manager*	City of Beaverton
			Chris Hartye, Sr. Project Manager	City of Hillsboro
5.	Representative from the faith sector	1	Brendan Curran, Pastor	Forest Grove United Church of Christ
6.	Representatives from the business and philanthropic sectors	1	Andrew McGough, Executive Director	Worksystems, Inc.
7.	Representatives of the county/city/agencies responsible for implementing homelessness and housing services, and that routinely engage with unsheltered population	2	Megan Cohen, Cultural Inclusion & Community Services	City of Beaverton and Beaverton Severe Weather Shelter
			Annette Evans, CoC Lead for Washington County (CoC Board)	Washington County Department of Housing Services
8.	Representatives from health and behavioral health who have expertise serving those with health conditions, mental health and/or substance use disorder from culturally responsive and culturally specific service providers	2	John Trinh, CEO*	Luke-Dorf, Inc.
			Marcia Hille, Executive Director (CoC Board)	Sequoia Mental Health Services, Inc.

WASHINGTON COUNTY LOCAL IMPLEMENTATION PLANNING STAKEHOLDERS

August 13, 2020

9.	Representation ensuring geographic diversity	2	Bridget Brooks, City Councilor	City of Tualatin
			**Katherine Galian, Director of Family & Community Resources (CoC Board)	Community Action Organization
10.	<i>Homeless Youth/Runaway Youth/Unaccompanied Youth</i>	1	Vera Stoulil, Vice-President of Operations (HPAC)	Boys & Girls Aid
11.	<i>Community Corrections or Jail</i>	1	Erroll McCrea, Commander (HPAC)*	Sheriff Office/Jail
12.	<i>Development Disabilities – include in one of the categories above</i>	0		
13.	<i>HIV/AIDS – include in one of the categories above</i>	0		
14.	<i>Citizen At-Large or Outreach</i>	1	Ellen Johnson, Attorney (CoC Board)	Citizen At-Large
15.	<i>McKinney-Vento Homeless Student Liaison – Schools/Education</i>	1	David Pero, McKinney-Vento Homeless Liaison (CoC Board)	Forest Grove School District
16.	<i>Mainstream Resource Provider – include in categories above</i>	0		
17.	<i>Veterans</i>	1	Cole Schnitzer, Community Reintegration Supervisor (CoC Board)	U.S. Department of Veteran Affairs
18.	<i>Victims of Domestic Violence</i>	1	**Rosemary “Rowie” Taylor, Executive Director (CoC Board)	Domestic Violence Resource Center
19.	<i>Families with Children – include in one of the categories above</i>	0		
	TOTAL MEMBERSHIP	21		

**Represented on the Metro Summer Stakeholder Team

1. Katherine Galian, Community Action
2. Rosemary “Rowie” Taylor, Domestic Violence Resource Center
3. Rich Roell, Lifeworks Northwest
4. Bridget Calfee, HomePlate Youth
5. Brantley Dettmer, Kaiser, WEA President

Washington County Local Implementation Planning Committee

The Local Implementation Planning Committee is a 21-member committee convened to advise the Washington County Board of Commissioners on the County's plan to implement the Metro Supportive Housing Services Measure. The purpose of the Committee is to provide strategic planning support and to ensure focus and direction of programs and services in accordance with the Supportive Housing Services Measure.

The Office of the County Administrative Officer shall serve as staff to the Committee. The Committee shall meet as necessary and appropriate at the call of the Office of the CAO but not more than 10 times.

The Local Implementation Plan will include a comprehensive community engagement process that prioritizes the voice of people with lived experience and from communities of color and will include strategies to advance racial equity outcomes, engage communities of color and historically marginalized communities. It is intended to document the proposed use of funds and how these uses align with the purposes of the Supportive Housing Services Measure.

Committee Charter:

Acting with County staff, the Committee is charged to:

- Develop and recommend to the Board of Commissioners strategies for equitable geographic distribution within Washington County and the Metro district boundary.
- Provide guidance on advancing racial, equity, diversity, and inclusion particularly among people experiencing homelessness and the priority service population; disparities in access and outcomes in current services for people experiencing homelessness and the priority service populations; clearly defined service strategies and resource allocations intended to remedy existing disparities and ensure equitable access to funds; and, an articulation how perspectives of communities of color and culturally specific groups were considered and incorporated.
- Assist with setting priorities for programs and services.
- Provide guidance to County staff, review the current system investments or capacity serving priority populations and advise on an analysis of the nature and extent of gaps in services to meet the needs of the priority population, broken down by service type, household types, and demographic groups.
- Advise the County on planned investments that include: (1) the types of services, and how they remedy the service gap analysis; (2) the scale of the investments proposed; (3) the outcomes anticipated; and (4) the service delivery models that will be used in each area of service.
- Advise the County on a funding plan to allocate (a) 75 percent of funding for people who have extremely low incomes and one or more disabling conditions, who are experiencing long-term or frequent episodes of literal homelessness or are at imminent risk of experiencing homelessness; and (b) 25 percent of people who are experiencing homelessness or face/have substantial risk of homelessness.

- Advise the County on how to prioritize funding to providers who demonstrate a commitment and delivery to under-served and over-represented populations, with culturally specific and/or linguistic specific services, as well as those programs that have the lowest barriers to entry and actively reach out to communities often screened out of the other programs.
- Ensure that the County:
 1. Has in place a program evaluation process that measures the extent to which it is achieving the intent of the Supportive Housing Services Measure;
 2. Regularly uses the evaluation data to inform and continuously improve County program and community partners' programs;
 3. Uses evaluation data to educate the community (including funders) regarding the work and effectiveness of the County's efforts to implement the full intent of the Metro Supportive Housing Services Measure.



**SUPPORTIVE HOUSING SERVICES
PLANS AND OTHER REFERENCE DOCUMENTS**

August 19, 2020

Racial Equity

- ❖ *Leading With Race: Research Justice in Washington County.* The report provides research findings on racial disparities through a multi-stakeholder process that included government and culturally specific community organizations. Download a *free* digital copy online at <https://www.coalitioncommunitiescolor.org/research-and-publications?category=Leading+with+Race> (2018)

Washington County

- ❖ *A Road Home: Community Plan to Prevent and End Homelessness.* This seven-year plan identifies six goals and more than 40 system-level and programmatic strategies to address the socioeconomic factors of homelessness. https://www.co.washington.or.us/Housing/EndHomelessness/upload/A-Road-Home_Community-Plan-2025_Adopted-6-19-2018.pdf (June 2018)
- ❖ *2020-2024 Consolidated Plan and Analysis of Impediments.* This plan describes and analyzes affordable housing, community development needs and establishes five-year strategies and priorities. https://www.co.washington.or.us/CommunityDevelopment/Planning/2020-2024_Planning_Efforts/index.cfm (August 2020)
- ❖ *Washington County Affordable Housing Bond Local Implementation Strategy (LIS).* This plan outlines strategies to create affordable housing and racial equity during implementation. <https://www.co.washington.or.us/Housing/AffordableHousingBond/upload/FINAL-Washington-County-Metro-Bond-LIS.pdf> (June 2019)
- ❖ *Community Health Improvement Plan (CHIP).* This plan outlines how the County's Health and Human Services will partner with community service providers to address priority health issues of our most vulnerable populations. <https://www.co.washington.or.us/HHS/chip.cfm> (September 2017)

Regional (Washington, Clackamas and Multnomah)

- ❖ *Metro Meeting Agenda adopting Ordinance 20-1445 and Resolution 20-5085.* <https://oregonmetro.legistar.com/View.ashx?M=A&ID=762273&GUID=4E68EF53-7587-4369-9577-3D2666E08CD1> (2/25/2020)
- ❖ *Metro Ordinance No. 20-1445.* For the purpose of seeking voter approval of a personal income tax and business profits tax for supportive housing services. <https://www.oregonmetro.gov/sites/default/files/2020/02/24/metro-council-ordinance-20-1442-20200223.pdf> (2/25/2020)

Continued next page.

- ❖ *Metro Resolution No. 20-5085*. For the purpose of recognizing the Here Together framework for supportive housing services and directing the development of a workplan. <https://www.oregonmetro.gov/sites/default/files/2020/02/24/metro-council-resolution-20-5085-20200223.pdf> Exhibit A <https://www.oregonmetro.gov/sites/default/files/2020/02/24/metro-council-resolution-20-5085-exhibit-a-20191028.pdf> (2/25/2020)
- ❖ *Tri-County Equitable Housing Strategy to Expand Supportive Housing for People Experiencing Chronic Homelessness*. The report provides recommendations to reduce chronic or long-term homelessness for people with complex health conditions. <https://www.csh.org/resources/tri-county-equitable-housing-strategy-to-expand-supportive-housing-for-people-experiencing-chronic-homelessness/> (February 2019)

Annette M. Evans, Homeless Program Manager
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Department of Housing Services
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Equal Housing Opportunity



Local Implementation Plan (LIP)

GLOSSARY OF TERMS

Additions to the Glossary Of Terms can
be sent to
Annette_Evans@co.washington.or.us

GLOSSARY OF TERMS

This glossary of terms and acronyms is intended to be a resource in support of community engagement and planning processes to develop a Local Implementation Plan (LIP). Some of the following terms are defined in federal or state law, and their legal definitions have been included here.

A Road Home – The jurisdiction’s strategic plan identifying system-level and programmatic strategies to prevent and end homelessness in Washington County.

Action Plan - A County document prepared annually that includes specific projects scheduled to receive funds from the Department of Housing and Urban Development during the fiscal year through several programs, typically including Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Shelter Grant (ESG).

ADA-Americans with Disabilities Act

Adjusted Income -Annual (gross) income reduced by deductions for dependents, elderly households, medical expenses, handicap assistance expenses, and childcare. Adjusted income is used to determine the level of payment to tenants for rental assistance.

A/E - Architect and/or Engineer

Affordable Housing -Affordable housing is generally defined as housing where the occupant is paying no more than 30 percent of gross income for gross housing costs, including utility costs.

AI - Analysis of Impediments to Fair Housing Choice. Any actions, omissions or decisions taken because of race, color, religion, sex, disability, familial status or national origin that restrict housing choices or the availability of housing choices, or any actions, omissions or decisions that effect.

AIDS and Related Diseases - The disease of acquired immunodeficiency syndrome or any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.

Alcohol/Other Drug Addition -A serious and persistent alcohol or other drug addiction that significantly limits a person's ability to live independently.

ANSI -American National Standards Institute

Annual (Gross) Income - Includes income from work, assets, and other sources as defined by 24 CFR Part 813. Annual income is used to establish homeowner and tenant eligibility and for targeting purposes.

BCC- Washington County Board of Commissioners

CAPER - Consolidated Annual Performance and Evaluation Report, the annual report to the community and HUD regarding the use of federal funds for affordable housing and community development purposes and the progress made on implementing the Consolidated Plan.

CDBG -The Community Development Block Grant Program that is authorized by Title 1 of the Housing and Community Development Act of 1974. CDBG funding is intended to enable communities to create flexible, locally designed, comprehensive community development strategies to enable them to develop viable urban communities.

CC&R - Covenants, Codes and Restrictions, typically used to describe requirements pertaining to the use of land.

CDC - Community Development Corporation, a non-profit organization that typically develops and manages affordable housing and provides other programs to benefit lower income community residents.

CFR- Code of Federal Regulations

CHF - Community Housing Fund

CLT - Community Land Trust

CoO - Certificate of Occupancy

CoC - Continuum of Care (CoC) is a community strategic plan to organize and deliver housing and services to reduce the incidence of homelessness by assisting homeless individuals, youth and families with children to move to self-sufficiency and permanent housing. The CoC includes prevention, outreach and assessment, emergency shelter, transitional housing, and permanent supportive housing or other permanent housing. Annually the Washington County Department of Housing Services, the CoC Lead Agency and HMIS Lead Agency, applies to the U.S. Department of Housing and Urban Development (HUD) for CoC Program to address homelessness. Washington County's Continuum of Care accesses nearly \$4 million annually through this process.

CoC Lead Agency - Entities tasked by the U.S. Department of Housing and Urban Development (HUD) with developing a systemic response to homelessness in their jurisdiction.

CoC Program – Federal program under 24 CFR Part 578 designed to assist individuals (including unaccompanied youth) and families experiencing homelessness and to provide the services needed to help such individuals move into transitional and permanent housing, with the goal of long-term stability. More broadly, the CoC Program is designed to promote community-wide planning and strategic use of resources to address homelessness; improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness; improve data collection and performance measurement; and allow each community to tailor its programs to the particular strengths and challenges in assisting homeless individuals and families within that community.

Committed Funds - Funds are committed when a legally binding agreement exists between the County and the subrecipient to undertake specific activities for a specific project.

Community Connect – The jurisdictions coordinated entry system is a process developed to ensure that all people experiencing a housing crisis have fair and equal access and are quickly identified, assessed for, referred, and connected to housing and assistance based on their strengths and needs.

Community Facilities - Structure utilized to provide programs or services to an identified limited clientele group or to an eligible low-income area.

Community Housing Development Organization (CHDO) - A private, nonprofit organization that meets a series of qualifications prescribed in the HOME regulations. CHDOs may own, develop, or sponsor HOME-financed housing.

Consolidated Plan -A publication that describes the County's housing and non-housing needs and community development priorities and strategies for the expenditure of funds made available to the County from the Department of Housing and Urban Development over a five-year planning period.

Consortium - An organization of geographically contiguous units of general local government that are acting as a single unit of general local government for purposes of the HOME program (see 24 CFR part 92). For the purposes of this Plan, Washington County and the cities of Beaverton and Hillsboro form the Washington County Consortium.

Cost Burden >30% - The extent to which a household's gross housing costs, including utility costs, exceed 30 percent of its gross income, based on data available from the U.S. Census Bureau.

Cost Burden >50% - Severe Cost Burden, the extent to which a household's gross housing costs, including utility costs, exceed 50 percent of its gross income, based on data available from the U.S. Census Bureau.

CPD- Community Planning and Development, the section of HUD that administers the CoC Program, HOME, CDBG, and other formula grant programs used by cities, counties and states to meet the needs in providing affordable housing, services and community development needs to vulnerable populations.

CPP - Community Participation Plan, a plan that specifies how a local jurisdiction will involve the public in the development and monitoring of the Consolidated Plan and Action Plan.

CRA- Community Reinvestment Act, a federal law intended to encourage depository institutions (e.g., banks) to help meet the credit needs of the communities where they operate.

DAVS - Washington County Department of Aging and Veterans Services

DCC - Washington County Department of Community Corrections

DCR - Debt Coverage Ratio

DD - Developmentally Disabled, also Developmental Disability, a disability that originates in the developmental years, that is likely to continue, and significantly impacts adaptive behavior as diagnosed and measured by a qualified professional. Developmental disabilities include mental retardation, autism, cerebral palsy, epilepsy, or other neurological disabling conditions that require training or support similar to that required by individuals with mental retardation, and the disability:

- a. Originates before the individual reaches the age of 22 years, except that in the case of

condition must be manifested before age of 18;

- b. Originates and directly affects the brain and has continued, or must be expected to
- c. Constitutes a significant impairment in adaptive behavior; and
- d. Is not primarily attributed to a mental or emotional disorder, sensory impairment, substance abuse, personality disorder, learning disability, or Attention Deficit Disorder (ADHD)

DHS - Washington County Department of Housing Services

Disabled Household - A household composed of one or more persons, at least one of whom is an adult (a person of at least 18 years of age) who has a disability. The term also includes the surviving member or members of any household described in the first sentence of this definition who were living in an assisted unit with the deceased member of the household at the time of his or her death.

Disabled Person -A person shall be considered to have a disability if the person is determined to have a physical, mental, or emotional impairment that: (1) is expected to be of long-continued and indefinite duration, (2) substantially impeded his or her ability to live independently, and (3) is of such a nature that the ability could be improved by more suitable housing conditions. A person shall be considered to have a disability if he or she has a development disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act (42 U.S.C. 6001-6006).

DOL-Department of Labor (federal)

DVRC - Domestic Violence Resource Center

EA - Environmental Assessment, an environmental analysis prepared to determine whether a federal action would significantly affect the environment and thus require a more detailed environmental impact statement.

EIS- Environmental Impact Statement, a document required of federal agencies by the National Environmental Policy Act for major projects or legislative proposals significantly affecting the environment. A tool for decision making, it describes the positive and negative effects of the undertaking and cites alternative actions.

Elderly Household- For HUD rental programs, a one- or two-person household in which the head of the household or spouse is at least 62 years of age.

Elderly Person - A person who is at least 62 years of age.

Emergency Shelter -Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

Entitlement - Amount of Section 8, CDBG, ESG, or HOME funds allocated by HUD to a city or urban county based on a formula computed according to population, levels of need, and other factors.

Entitlement Jurisdiction -A governmental entity that has chosen to receive funds from the federal government for project activities within the boundaries of that entity. Cities with populations over 50,000 and counties with populations over 200,000 can participate in the program as entitlements. Entitlement jurisdictions receive funding on a non-competitive basis from HUD annually.

EO - Executive Order

ESG-The Emergency Solutions Grant Program is authorized by the HEARTH (Homeless Emergency Assistance and Rapid Transition to Housing) Act of 2009 (amending the McKinney-Vento Act). ESG grants are allocated by HUD to local jurisdictions based upon a needs formula. ESG funds may be used for operations, services, and rehabilitation of homeless shelters and for prevention of homelessness.

Existing Homeowner - An owner-occupant of residential property who holds legal title to the property and who uses the property as his/her principal residence.

Extremely Low-Income Family- Family whose income is between 0 and 30 percent of the median income for the area, as determined by HUD, with adjustments for smaller and larger families.

Family-The Census Bureau defines a family as a householder (head of household) and one or more other persons living in the same household who are related by birth, marriage, or adoption.

Family Self-Sufficiency (FSS) Program -A program enacted by Section 554 of the National Affordable Housing Act which directs Public Housing Agencies and Indian Housing Authorities to use Section 8 rental assistance, together with public and private resources, to provide supportive services aimed at enabling economic independence and self-sufficiency.

Farm Labor - Services in connection with cultivating the soil, raising or harvesting any agriculture or aquaculture commodity; or in catching, netting, handling planting, drying, packing, grading, storing, or preserving in the unprocessed state, without respect to the source of employment (but not self-employed) , any agriculture or aquaculture commodity; or delivering to storage, market or a carrier for transportation to market or to processing any agricultural or aqua-cultural commodity in its unprocessed stage.

Farmworker - Any person who, for an agreed remuneration or rate of pay, performs temporary or permanent labor for another in the:

- a. Production of agricultural or aqua-cultural crops or products;
- b. Handling of agricultural crops or products in an unprocessed stage;
- c. Processing of agricultural or aqua-cultural crops or products;
- d. Planting, cultivating or harvesting of seasonal agricultural crops or
- e. Forestation or re-forestation of lands, including but not limited to the planting, transplanting, tubing, precommercial thinning and thinning of trees and seedlings, the clearing, piling and disposal of brush and slash and other related activities; or
- f. Any other person whom the Housing and Community Services Department defines by

Farmworker Housing - Housing that is:

- a. Limited to occupancy by farmworkers, including retired or relatives; and
- b. No dwelling unit of which is occupied by a relative of the owner or operator of the except in the case of a manufactured home.

FHA - Federal Housing Administration

FH/EEO - Fair Housing and Equal Employment Opportunity

FHLB - Federal Home Loan Bank

First-Time Homebuyer -An individual or family who has not owned a home during the three-year period preceding the HUD assisted purchase of a home that must be used as the principal residence of the homebuyer, except that any individual who is a displaced homemaker (as defined in 24 CFR 92) or a single parent (as defined in 24 CFR 92) may not be excluded from consideration as a first-time homebuyer on the basis that the individual, while a homemaker or married, owned a home with his or her spouse or resided in a home owned by the spouse.

FMR- Fair Market Rent, primarily used to determine payment standard amounts for the Housing Choice Voucher program, to determine initial renewal rents for some expiring project-based Section 8 contracts, to determine initial rents for housing assistance payment contracts in the Moderate Rehabilitation Single Room Occupancy program, and to serve as a rent ceiling in the HOME rental assistance program.

FONSI- Finding of No Significant Environmental Impact

For Rent- Year-round housing units that are vacant and offered/available for rent (U.S. Census definition).

For Sale - Year-round housing units that are vacant and offered/available for sale only (U.S. Census definition).

FR- Federal Register

Frail Elderly-An elderly person who is unable to perform at least three activities of daily living (i.e., eating, dressing, bathing, grooming, and household management activities). (See 24 CFR 889.105.)

GAO - Government Accounting Office (federal)

GP - General Partner

Group Quarters - Facilities providing living quarters that are not classified as housing units (U.S. Census definition), including prisons, nursing homes, dormitories, military barracks, and shelters.

Handicapped Access - Activities designed to provide accessibility to housing or public facilities for persons who are disabled. "Stand alone" projects are those that fund construction of ramps or curb cuts; CDBG projects that provide accessibility as part of a larger activity, such as construction or remodeling of a senior center, are categorized according to the primary activity.

HARDE - Home Access and Repair for the Disabled and Elderly, a loan/grant program offered by Washington County Office of Community Development.

Homelessness Management Information System (HMIS) Lead - Entity tasked by the U.S. Department of Housing and Urban Development with designing and managing an electronic information system for tracking homelessness in their jurisdiction.

HOME Assisted Units - Units within a HOME project where HOME funds are used and rent, occupancy, and/or resale/recapture restrictions apply.

HOME Funds -All appropriations under the HOME program, plus all repayments and interest or other return on the investment of the funds.

HOME Program -The HOME Investment Partnerships Program, which is authorized by Title II of the National Affordable Housing Act of 1990. HOME provides funding to local jurisdictions through an entitlement formula for housing for low and moderate-income households.

Homeless Family with Children -A family composed of the following types of homeless persons: at least one parent or guardian and one child under the age of 18; a pregnant woman; or a person in the process of securing legal custody of a person under the age of 18.

Homeless Person -A youth (17 years or younger) not accompanied by an adult (18 years or older) or an adult without children who is homeless (not imprisoned or otherwise detained pursuant to an act of Congress or a state law), including the following:

- (1) an individual who lacks a fixed, regular, and adequate nighttime residence; and
- (2) an individual who has a primary nighttime residence that is: (i) a supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill); (ii) an institution that provides a temporary residence for individuals intended to be institutionalized; or (iii) a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Homeless Subpopulations - Include but are not limited to the following categories of homeless persons: severely mentally ill only, alcohol/drug addicted only, severely mentally ill and alcohol/drug addicted, fleeing domestic violence, youth, and persons with HIV/AIDS.

HOPWA - Housing Opportunity for Persons with AIDS, a grant provided by HUD. The grant provided to the Portland region is administrated by the Portland Housing Bureau.

Housing First - Housing First is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

Household - One or more persons occupying a housing unit (U.S. Census definition). See also Family.

Housing Problems - Households with housing problems include those that: (1) occupy units meeting the definition of Physical Defects; (2) meet the definition of Overcrowded; and (3) meet the definition of Cost Burden > 30%.

Housing Quality Standards (HQS) - The habitability standards for housing as established in 24 CFR Part 882 and amended by the Lead Paint Regulations in 24 CFR Part 35. Used as minimum standards for Section 8 and HOME program.

Housing Unit - An occupied or vacant house, apartment, or a single room (SRO housing) that is intended as separate living quarters (U.S. Census definition).

HPAC – The Homeless Plan Advisory Committee (HPAC) is a 17-member leadership committee appointed by the Board of County Commissioners to provide oversight to the implementation of A Road Home and support development of funding and priorities to meet community needs in ending homelessness.

HQS - Housing Quality Standards.

HSSN - Housing and Supportive Services Network, a network of public, nonprofit, faith-based, and homeless/formerly homeless consumers that coordinate efforts to implement the Continuum of Care and the County's homeless plan – A Road Home.

HUD - U.S. Department of Housing and Urban Development

IDIS - Integrated Disbursement and Information System, the computer program used by local jurisdictions to drawdown funds and report activities to HUD.

IGA - Intergovernmental Agreement

Large Related - A household of five or more persons which includes at least one person related to the householder by blood, marriage, or adoption.

Lead-Based Paint (LBP) Hazards - Any condition that causes exposure to lead from lead-contaminated dust, lead-contaminated soil, lead-contaminated paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects as established by the appropriate federal agency.

LIHTC - Low Income Housing Tax Credit, one of the tools used to finance affordable housing development (federal).

LIHPHRA - Low Income Housing Preservation and Resident Homeownership Act

Limited Clientele Group - HUD has identified the following specific groups of persons as limited clientele groups, which are presumed to be predominantly low or moderate-income. These are also referred to as special needs and target groups:

- Elderly persons

- Abused children
- Battered spouses
- Homeless persons
- Severely disabled adults
- Illiterate adults
- Migrant farmworkers, and
- Persons living with AIDS.

MBE - Minority Business Enterprise

Metro - The Portland area's government. Metro is responsible for coordinating regional planning related to land use, growth management, transportation, solid waste management, parks and open spaces and other activities. Metro's Council members are regionally elected.

MFI - Median Family Income

MHI - Median Household Income

MLS - Multiple Listing Service, a listing service for real estate for sale or lease.

Moderate Rehabilitation - The term used in the HOME program to refer to any rehabilitation of property that is less than 75% of the total estimated cost of replacement after rehabilitation.

MOU -Memorandum of Understanding

Neighborhood Revitalization - Activities to address physical conditions that create an undesirable quality of life. Examples include improvement of substandard streets or provision of utilities or other public facilities in pre-qualified areas.

NEPA - National Environmental Policy Act

New Construction - For purposes of the HOME program, new construction is any project with commitment of HOME funds made within one year of the date of initial certification of occupancy. Any project that includes the creation of additional dwelling units outside the existing walls of a structure is also considered new construction.

NIMBY - Not In My Backyard (Neighborhood opposition to affordable housing projects)

NOFA - Notice of Funding Availability

OAHTC - Oregon Affordable Housing Tax Credits

Occupied Housing Unit -A housing unit that is the usual place of residence of the occupant(s).

OHCS - Oregon Housing and Community Services

OMB- Office of Management and Budget (federal)

ORS - Oregon Revised Statutes

Overcrowding- Overcrowding occurs when a housing unit contains more than one person per room, as defined by the U.S. Census Bureau.

Owner -A household that owns the housing units it occupies (U.S. Census definition).

PAB- Washington County Policy Advisory Board, the appointed body which advises the Office of Community Development on the use of federal HOME, CDBG, ESG, and related funds.

Participating Jurisdiction (PJ)-Any state or local government that HUD has designated to administer a HOME program. HUD designation as a PJ occurs if a State or local government meets the funding thresholds, notifies HUD its intent to participate in the program, and obtains approval by HUD of a comprehensive housing affordability strategy.

PHA - Public Housing Authority

PILOT - Payment in Lieu of Taxes

Poverty-Level Family - Family with an income below the poverty line, which is established annually by the Office of Management and Budget.

Project -A site or sites together with any building (including a manufactured housing unit) or buildings located on the site(s) that are under common ownership, management, and financing, and are to be assisted with HOME funds as a single undertaking. The project includes all the activities associated with the site and building.

Project-Based (Rental) Assistance - Rental assistance provided for a project, not for a specific tenant. Tenants receiving project based rental assistance give up that assistance if they move from the project.

Public Services - Essential social services for low- and moderate-income persons not funded through other state or local resources within the last 12 months.

RD - Rural Development (federal)

Regional Affordable Housing Bond - In 2018, voters approved a \$652.8 million affordable housing bond measure to create permanently affordable homes across greater Portland for seniors, working families, veterans and others who need them. Metro worked with partners and community members to set a goal to create 3,900 permanently affordable homes, with 1,316 units located in Washington County.

<https://www.co.washington.or.us/Housing/AffordableHousingBond/index.cfm>

Regional Supportive Housing Services Levy – In May 2020, voters approved a 10-year levy to fund housing assistance and services for as many as 5,000 people experiencing prolonged homelessness with complex disabilities, and as many as 10,000 households experiencing short-term homelessness or at risk of homelessness. <https://www.oregonmetro.gov/sites/default/files/2020/05/21/supportive-housing-services-fact-sheet-20200521.pdf>

Renter - A household that rents the housing unit it occupies, including both units rented for cash and units occupied without payment of cash rent (U.S. Census definition).

Residential Treatment Facility- Under CDBG, a residential facility having round-the-clock supervision on premises that serves a qualified target population having special needs. CDBG funds may be utilized for capital improvements on residential treatment facilities or for operations or services. (Local policies prohibit use of CDBG funds for operations or maintenance in a facility acquired or constructed with CDBG assistance.)

RFB - Request for Bids

RFP - Request for Proposals

RLI - Request for Letters of Interest

SAE - Single Asset Entity

SOC - System Development Charges

Section 8 Rental Assistance -A federal program that provides rental assistance to low-income families who are unable to afford market rents. Assistance may be tenant-based or project-based.

Service Needs - The particular services identified for special needs populations, which may include transportation, personal care, housekeeping, counseling, meals, case management, personal emergency response, and other services to prevent premature institutionalization and assist individuals to continue living independently.

Severe Mental Illness -A serious and persistent mental or emotional impairment that significantly limits a person's ability to live independently.

Sheltered - Families and persons whose primary nighttime residence is a supervised publicly or privately-operated shelter, including emergency shelters, transitional housing for the homeless, domestic violence shelters, residential shelters for runaway and homeless youth, and any hotel/motel/apartment voucher arrangement paid because the person is homeless. This term does not include persons living doubled up or in overcrowded or substandard conventional housing. Any facility offering permanent housing is not a shelter, nor is its residents homeless.

SRO - Single-Room Occupancy

Subrecipient - A public agency or nonprofit organization selected by a participating jurisdiction to administer all or a portion of the participating jurisdiction's programs. Under the HOME program, a public agency or nonprofit organization that receives HOME funds solely as a developer or owner of housing is not considered to be a subrecipient.

Substandard Condition and Not Suitable for Rehab - Dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation (i.e., when the total cost of remedying all substandard conditions will be more than 50 percent of the current improvement value of

the dwelling unit).

Substandard Condition but Suitable for Rehab - Dwelling units that do not meet standard conditions but are both financially and structurally feasible for rehabilitation (i.e., when the total cost of remedying all substandard conditions will be 50 percent or less of the current improvement value of the dwelling unit). This does not include units that require only cosmetic work, correction, or minor livability problems or maintenance work.

Substantial Amendment -A major change in an approved Consolidated Plan, as defined by the Community Participation Plan.

Substantial Rehabilitation -The term used in the HOME program to refer to any rehabilitation of property that is more than 75% of the total estimated cost of replacement after rehabilitation.

Supportive Housing - Housing (both individual units and group quarters) that provides a supportive environment and includes a planned service component.

Supportive Services - Services provided to residents of supportive housing for the purpose of facilitating the independence of residents. Examples are case management, medical or psychological counseling and supervision, childcare, transportation, and job training.

Total Development Cost (TDC) - The sum of all costs for site acquisition, relocation, demolition, construction and equipment, interest, and carrying charges.

Transitional Housing - A project that is designed to provide housing and appropriate supportive services to homeless persons to facilitate movement to independent living within 24 months or a longer period approved by HUD. For purposes of the HOME program, there is no HUD-approved time period for moving to independent living.

Unsheltered - Families and individuals whose primary nighttime residence is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings (e.g., streets, parks, alleys).

URA - Uniform Relocation Act, a federal law which prescribes the assistance due an individual or business displaced by a federally funded activity.

Urban County - Under CDBG, a county within a metropolitan area that is authorized by state law to undertake essential community development and housing activities and that has a population, excluding metropolitan cities within its boundaries, of 200,000 or more.

USC - United States Code

USDA - United States Department of Agriculture

UPCS - Uniform Physical Condition Standards for Vouchers implements inspection standards for HUD'S Housing Choice Voucher units.

Worst-Case Needs - Unassisted, low-income renter households who pay more than half of their income for rent, live in seriously substandard housing (which includes homeless people), or have been involuntarily displaced.

VA- Veterans Administration (federal)