

**The Housing Authority of the City of Salem, Oregon  
Grant Award, Conditions, and Certifications**

**Project Name:** Homeless Rental Assistance Program

**Award Amount:** \$ 1,400,000

**Grantor:** City of Salem

**Recitals**

- A. Grantee is an Oregon municipal corporation;
- B. On June 26, 2017, the Salem City Council approved the City's FY 17-18 budget, which included \$1.4 million for the Homeless Rental Assistance Program (HRAP);
- C. Salem is challenged with homelessness. An estimated 1,500-2,000 individuals are currently homeless in the Salem area, with approximately 500 of those falling into the most vulnerable and hardest to house category;
- D. The City is committed to programs to help prevent and reduce homelessness by budgeting funds for HRAP; and
- E. The Housing Authority and community partners are providing \$1,502,400 to HRAP.

**Grant Award**

- A. Grantor grants to Grantee funds to provide rental assistance payments, barrier removal funding, and intensive case management to the most at-risk 100 homeless individuals.
- B. Grantor shall provide Grantee \$1,400,000 for July 1, 2017 to June 30, 2018;
- C. Grantor shall provide grant funds to Grantee on a monthly basis for rental assistance funding. Providing an initial payment equal to one month of advance funding, to provide the Grantee starting funds; with additional payments based on expenses occurred.  
  
Grantor shall provide grant funds to Grantee on a quarterly basis in relation to Administrative costs and staffing assistance.
- D. Grant funds shall be expended for providing assistance to homeless individuals through placement into appropriate transitional housing for up to one year with a self-sufficiency model of case management support and wraparound services needed for successful tenancy, with particular emphasis on providing assistance to the most vulnerable and those at highest risk as determined by Grantee.
- E. Grant funds may be expended for barrier removal, examples include but are not limited to: security deposits, extraordinary damages, past due utility bills, basic household furnishings, transportation, document retrieval (driver's license, social security card, birth certificates, etc.), non-covered medical and mental health needs, employment and education readiness, legal aid assistance, basic personal care items.

- F. Grant funds would also be used toward offsetting the staffing cost of one (1) FTE Family Self Sufficiency Coordinator and payment of administrative fees.

### **Grant Conditions**

- A. This grant agreement shall be governed by the laws of the State of Oregon without regard to conflict of laws principles.
- B. Grantee shall defend, indemnify, and hold harmless the Grantor and its officers, agents, and employees from all claims, suits, and actions of whatever nature resulting from or arising out of the activities or negligence of Grantee, its officers, agents, employees, consultants, and contractors under this grant.
- C. Grantee shall maintain accurate and complete records accounting for all funds spent under this grant agreement. Such records and all other documents relating to or reflecting the expenditure of grant funds under this grant agreement shall be available to the Grantor and its representatives, auditors, or accountants at all reasonable times for examination, audit, inspection, and transcription.
- D. Failure to comply with the conditions and certifications herein may result in the withholding of disbursement, termination of this grant, and any other recovery that may be available.
- E. Grantee and Grantor are independent parties and neither shall be considered an agent, partner, joint venturer, or related entity of the other by reason of this grant,
- F. To the extent required for a public entity; Grantee shall maintain in force, at its own expense, workers' compensation insurance in compliance with *Oregon Revised Statute* 656. Grantee shall obtain and maintain in effect during the Award Period a policy or policies of commercial general liability insurance to cover all operations of the Grantee as the Agency may reasonably require. Grantee shall provide continuing proof of such insurance as the Grantor may reasonably require.
- G. In the performance of the work under this agreement, Grantee shall comply with all applicable laws and regulations.

### **Acceptance**

- A. The individual signing this grant on behalf of Grantee hereby certifies and swears under penalty of perjury that s/he is authorized to act on behalf of Grantee.

#### **HOUSING AUTHORITY**

#### **CITY OF SALEM**

By: \_\_\_\_\_  
Steven D. Powers  
Executive Director

By: \_\_\_\_\_  
Steven D. Powers  
City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Exhibit A: Financial Pages

| <b>Homeless Rental Assistance Program (HRAP)</b>  |                     |
|---|---------------------|
| Rental Assistance and Barrier Funds               | \$ 1,157,655        |
| Administrative Costs (including Community Action) | \$ 186,345          |
| Family Self Sufficiency Coordinator (SHA)         | \$ 56,000           |
| <b>Total Grant Award</b>                          | <b>\$ 1,400,000</b> |

| <b>Funding Schedule</b>                    |           |
|--|-----------|
| <b>August</b>                              |           |
| Initial HRAP Funding*                      | \$ 98,858 |
| First Quarter Administration and Staffing  | \$ 60,586 |
| <b>September</b>                           | As Billed |
| <b>October</b>                             |           |
| HRAP                                       | As Billed |
| Second Quarter Administration and Staffing | \$ 60,586 |
| <b>November and December</b>               | As Billed |
| <b>January</b>                             |           |
| HRAP                                       | As Billed |
| Third Quarter Administration and Staffing  | \$ 60,586 |
| <b>February and March</b>                  | As Billed |
| <b>April</b>                               |           |
| HRAP                                       | As Billed |
| Fourth Quarter Administration and Staffing | \$ 60,586 |
| <b>May and June</b>                        |           |
| HRAP                                       | As Billed |

\*\*Initial funding to allow for the Housing Authority to make payments and provide for assistance without the risk of comingling of federal funding required for other projects and programs.