



## Staff Report

**File #:** 17-622  
**Version:** 1

**Date:** 1/8/2018  
**Item #:** 3.3a.

**TO:** Chair and Housing Authority Commissioners

**THROUGH:** Steve Powers, Executive Director

**FROM:** Andrew Wilch, Administrator

**SUBJECT:**

Service Coordinator Case Manager for Salem Housing Authority's Homeless Rental Assistance Program

Ward(s): All Wards

Commissioners(s): All Commissioners

Neighborhood(s): All Neighborhoods

**ISSUE:**

Shall the Housing Authority Commission approve the addition of one full-time service coordinator case manager for the Salem Housing Authority's Homeless Rental Assistance Program (HRAP)?

**RECOMMENDATION:**

Approve the addition of one full-time service coordinator case manager for HRAP.

**SUMMARY AND BACKGROUND:**

The position will be funded by a grant from the Meyer Memorial Trust Foundation for \$150,000 over two years. HRAP is a housing-first program to assist the 100 most vulnerable homeless persons in Salem secure housing. HRAP is one action to help make progress within the City's priority area of affordable housing, social services and homelessness..

**FACTS AND FINDINGS:**

In December, the Meyer Memorial Trust awarded the SHA \$150,000 over two years for a full-time service coordinator case manager position for the HRAP program. Additional grant funds will be used for staff professional development, training/conferences and program development.

HRAP will have two case managers, one funded by the grant and one funded by the City's funding allocation for HRAP and by SHA funds. The grant allows City and SHA funds to continue to fund one case manager and provide rental assistance, barrier removal funding, and case management for clients. A national best practice for successful housing-first programs is a ratio of 15 - 20 clients to every one case manager.

The position will have no impact to SHA's FY17-18 budget, as the salary and benefits will be fully funded by the grant.

Andrew Wilch  
Administrator

**Attachments:**

1. Resolution 2222