

WASHINGTON COUNTY
COMMUNITY
ACTION
ORGANIZATION

451 S. First Ave., Suite 700, Hillsboro, OR 97123
Administration - 648-6646 FAX - 648-4175
Client Assistance - 648-0829

MEMORANDUM

DATE: 2-28-97

TO: Managers *Review*

FROM: Jerralynn

SUBJECT: As we discussed yesterday,

These are the program descriptions (for your section) produced for the Board Planning Retreat. Please review & pass back any input you have for changes — additions, deletions, format suggestions, etc.

Thanks

*Jerralynn
I made some corrections. I understand Connie has worked on format.*

PROGRAM AREA - HOMELESS SERVICES

PROGRAMS

<u>CAO Family Shelter</u>	<u>Principal Outcomes</u>	<u>Number Served</u>	<u>Priorities</u>	<u>Number Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
<p>Shelter (20 beds) provided to Homeless Families for up to 5 weeks.</p> <p>Services include: case management, food boxes, Parenting and Tenant Education classes, and Children's programs.</p>	<ul style="list-style-type: none"> • Stabilizing families who have experienced homelessness. • Increased access for homeless families to medical, food and other emergency needs. • Increased ability to obtain/maintain housing and employment. • Increased attendance at school for homeless children. Increased awareness by schools of needs of homeless children. 	100 families/ 300 individuals	Families/Washington County Residents.	10	<ul style="list-style-type: none"> • \$70,600 - SHAP • \$61,500 - EHA • \$17,300 - United Way • \$18,000 - FEMA • \$24,000 - County • \$48,500 - Hillsboro Schools. • \$17,800 - Contributions • \$25,400 - CSBG 	<ul style="list-style-type: none"> • Interfaith Outreach Services Shelter has 14 beds in Tigard. • SHELTER/Domestic Violence Resource Center has 20 beds in Hillsboro. • Housing Services of Oregon operates a day time, homeless drop-in Center in Cornelius. 	<ul style="list-style-type: none"> • Operates year round. • Staffed 24 hours. • After hours and on weekends answers CAO client calls and provides emergency food to community. • CAO owns the facility; purchased with CDBG \$.

PROGRAMS

**Tenant Education/
Housing**

Stabilization:
Tenant Education classes and certificate offered to participants, focusing on how to be a good tenant.

Recruitment of landlords to provide housing for homeless and other low-income persons.

Housing locator assistance.

Principal Outcomes

- Increased affordable housing opportunities.
- Increased ability of tenants to locate housing and overcome prior problems (credit, evictions, etc.)
- Increased involvement on the part of rental owners in housing homeless families.

Number Served

200 families
100 landlords

Priorities

- Washington County Shelter, transitional housing residents and SAFAH participants.
- Washington County Residents.
- Washington County Landlords.

Number Staff

2

Budget

\$30,000 - SAFAH

Other Service Providers

Notes

Program has been in operation for one year.

One year remains on SAFAH grant.

PROGRAMS

Homeless Services

Contracts:
CAO is designated by the State Housing and Community Services Department as the lead agency for county planning on homeless issues and the distribution of state homeless funds.

Principal Outcomes

- Increase the capacity of area service providers to meet needs of homeless and at risk of homeless persons.

Number Served
864 households

Priorities
Washington County Homeless Providers.

Number Staff
1

Budget
\$87,000 - EHA

Other Service Providers
None

- Notes**
- Contracts are held with:
 - Interfaith Outreach
 - Services
 - SHELTER/DVRC
 - Housing Services of Oregon
 - Oregon Legal Services.

PROGRAMS

Transitional Housing

Provides very low cost housing for up to one year for formerly homeless families. Includes provision of utilities, furniture and household items and long-term supportive services.

CAO staffs screening, selection and placement of families in houses operated by Sheltering Homeless Coalition and Hopespring Coalition.

Principal Outcomes

- Provision of safe, stable housing.
- Decreased likelihood of returning to homelessness.

Number Served
15 households

Priorities
Female headed households with children.

Number Staff
.5 FTE

Budget
• \$11,500 United Way

Other Service Providers
None

- Notes**
- Principal Partners - Sheltering Homeless Coalition - 14 Beaverton Area churches.
 - City of Beaverton.
 - Hopespring Coalition: Lutheran Family Services, Domestic Violence Resource Center, TV Mental Health.
 - City of Beaverton leases 4 houses for the project for \$1/Yr.
 - Hopespring houses dependent on Section 8 subsidies.
3/97 obtaining “new” section 8 vouchers will be minimal.

PROGRAM

Long Term Case Management

Support services for up to two years for families in transitional housing and other formerly homeless families. Services include: housing location, linkage with education programs and job training, parenting, family budgeting, linkage with social services, advocacy, etc

Tenant Education.

- Increased self-sufficiency.
- Increased access to community services.
- Decreased likelihood of return to homelessness.

78 households

- Female headed households with children.

3.5

- \$133,500 SAFAH (HUD) None
- \$5,000 Beaverton CDBG.
- \$5,000 County ESG

- Principal Partners: Domestic Violence Resource Center. Lutheran Family Services. TV Mental Health. Lewis & Clark College. Sheltering Homeless Coalition.
- One year remains on HUD SAFAH grant. No replacement funding identified.
- Over 80% of families served currently reside in stable permanent housing.

PROGRAM AREA - HOMELESS SERVICES

PROGRAMS

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- City of Beaverton leases 4 houses for the project for \$1/Yr.

As of 3/97 chances of obtaining 'new' section 8 will be minimal.

before 3/98

maybe say "before mo/yr"

over time this statement won't mean much.

Houses

- Hopespring ~~houses~~ dependent on Section 8 subsidies ~~County unlikely to issue new Section 8 certificates over next 12-18 months.~~

PROGRAM

Long Term Case Management

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TV Mental Health.
Lewis & Clark College.
Sheltering Homeless Coalition.
- One year remains on HUD SAFAH grant. No replacement funding identified.
- Over 80% of families served currently reside in stable permanent housing.

All managers

PROGRAM AREA - RESOURCE DEVELOPMENT & SUPPORT SERVICES

PROGRAMS

Fundraising

Grant writing, special events, major gifts, direct mail and coordination of program specific activities.

Principal Outcomes

Agency programs have support needed to reach fundraising goals.

Board is trained and supplied with tools necessary for their fundraising efforts.

Private contributions increase to the agency through development efforts.

Number Served

N/A

Priorities

Number Staff

.4 FTE
Development
Director

.25 FTE
Grant Writer

1 FTE
Secretary

Budget

- \$8,600 Wine Raffle
- \$45,000 Mardi Gras
- \$8,000 United Way
- \$42,150 United Way
- \$89,500 Major Gifts

Other Service Providers

Notes

- All funds must be raised each year and require board involvement.
- Most funds raised are unrestricted.

Public Relations/
Communications

Newsletters, brochures, annual reports, press releases, speaking engagements, public events.

Public educated and informed about Community Action and its programs.

N/A

.1 FTE
Development
Director

.25 Public
Relations/
Communications
Manager

**Volunteer
Coordination**

Recruit, train and place volunteers throughout agency.

- Volunteers are recruited, trained and placed throughout the agency.

.1 FTE
Development
Director

.8 FTE
Development
Coordinator

Clothes Closet

Provides free clothing and household items to low-income families.

- Community is able to access clothing and household items free of charge at Play It Again.
- 1,080 families at Play It Again during the year

.05 FTE
Development
Director

- \$34,500

.2 FTE
Development
Coordinator

.5 FTE
Volunteer
Coordinator

Support Services

Centralized support to staff including office management, reception, clerical and computer systems.

- Public is greeted in courteous manner on the phone and in person.
 - Work requests are processed through one entry point.
 - Team works to
- Agency Staff

1 FTE Office
Manager/
Administrative
Assistant

- \$131,260 for salaries, benefits and taxes.

2 FTE
Secretaries

1 Office
Assistant

- Have been unable to obtain adequate computer/MIS support. Systems and technological knowledge needs upgrading.

support one another
on large projects.

- Completed projects are professional and uniform looking.
- Departments receive support needed to achieve work goals.

1 FTE
Receptionist

JN/Admin/Inhouse/RD&SS297
1st Version

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451 S. First Ave., Suite 700, Hillsboro, OR 97123
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MEMORANDUM

DATE: 2-28-97

TO: Managers - Condie

FROM: Jerralynn

SUBJECT: As we discussed yesterday,

These are the program descriptions (for
your section)
produced for the Board Planning Retreat.
Please review & pass back any input
you have for changes — additions,
deletions, format suggestions, etc.

Thanks

JD - can easily be shrunk to 8 1/2 x 11,
smaller fonts - esp. if in Arial or another single
font.

PROGRAM AREA - RESOURCE DEVELOPMENT & SUPPORT SERVICES

PROGRAMS

Fundraising

Grant writing, special events, major gifts, direct mail and coordination of program specific activities.

Principal Outcomes

Agency programs reach fundraising goals.

Board is effective in raising funds.

Private contributions increase.

Number Served

N/A

Priorities

Number Staff

.4 FTE
Development
Director

.25 FTE
Grant Writer

1 FTE
Secretary

Budget

- \$8,600 Wine Raffle
- \$45,000 Mardi Gras
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Other Service Providers

Notes

- All funds must be raised each year and require board involvement.
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Public Relations/ Communications

Newsletters, brochures, annual reports, press releases, speaking engagements, public events.

Public educated and informed about Community Action and its programs.

N/A

.1 FTE
Development
Director

.25 Public
Relations/
Communications
Manager

**Volunteer
Coordination**

Recruit, train and place volunteers throughout agency.

- Volunteers are recruited, trained and placed throughout the agency.

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Development
Director

.8 FTE
Development
Coordinator

Clothes Closet

Provides free clothing and household items to low-income families.

- Community is able to access clothing and household items free of charge at Play It Again.
- Number of volunteers have rewarding placement.

1,080 families at Play It Again during the year

.05 FTE
Development
Director

- \$34,500

.2 FTE
Development
Coordinator

.5 FTE
Volunteer
Coordinator

Support Services

Centralized support to staff including office management, reception, clerical and computer systems.

- Public is greeted in courteous manner on the phone and in person.
- Work requests are processed through one entry point.
- Team works to support one another

Agency Staff

1 FTE Office
Manager/
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Assistant

- \$131,260 for salaries, benefits and taxes.

2 FTE
Secretaries

1 Office
Assistant

- Have been unable to obtain adequate computer/MIS support Systems and technological knowledge needs upgrading.

on large projects.

- Completed projects are professional and uniform looking.
- Departments receive support needed to achieve work goals.
- Agency has effective, supportive mis.

1 FTE
Receptionist

JN/Admin/Inhouse/RD&SS297

3-13-97

PROGRAM AREA -BUSINESS AND FINANCE

<u>PROGRAMS</u>	<u>Principal Outcomes</u>	<u>Number Served</u>	<u>Priorities</u>	<u>Number Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
<u>Finance</u>	<ul style="list-style-type: none"> Compliance with State and Federal Regulations. Adherence to generally accepted accounting principles. 	All agency staff - we need to see ourselves as support.	N/A	5	<ul style="list-style-type: none"> \$430,000 Administrative Fees 	N/A	<ul style="list-style-type: none"> Programs pay approximately 10% of budget revenue to secure the services.
<u>Personnel</u>	<ul style="list-style-type: none"> Fair and consistent personnel practices and policies. 						
<u>Facilities</u>	Safe, secure, efficient and economical work sites.						
<u>Transportation</u>	<p>Accessible, safe, reliable vehicles. Regular maintenance to safeguard and preserve the assets.</p> <ul style="list-style-type: none"> For all areas: Support to programs to effectively/efficiently further agency mission. 						

PROGRAM AREA - RESOURCE DEVELOPMENT & SUPPORT SERVICES

PROGRAMS
Fundraising

Grant writing, special events, major gifts, direct mail and coordination of program specific activities.

Principal Outcomes

Agency programs ~~have~~ ~~support needed to reach~~ fundraising goals.

~~Board is trained and supplied with tools necessary for their fundraising efforts.~~

Private contributions increase ~~to the agency~~ through development efforts.

Number Served

N/A

Priorities

Board is effective in raising funds.

Number Staff

.4 FTE
Development Director

.25 FTE
Grant Writer

1 FTE
Secretary

Budget

- \$8,600 Wine Raffle
- \$45,000 Mardi Gras
- \$8,000 United Way
- \$42,150 United Way
- \$89,500 Major Gifts

Other Service Providers

Notes

- All funds must be raised each year and require board involvement.
- Most funds raised are unrestricted.

Public Relations/ Communications

Newsletters, brochures, annual reports, press releases, speaking engagements, public events.

Public educated and informed about Community Action and its programs.

N/A

.1 FTE
Development Director

.25 Public Relations/ Communications Manager

**Volunteer
Coordination**

Recruit, train and place volunteers throughout agency.

- Volunteers are recruited, trained and placed throughout the agency.

.1 FTE
Development
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.8 FTE
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Development
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.2 FTE
Development
Coordinator

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Coordinator

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Support Services

Centralized support to staff including office management, reception, clerical and computer systems.

- Public is greeted in courteous manner on the phone and in person. Agency Staff
- Work requests are processed through one entry point.
- Team works to

1 FTE Office
Manager/
Administrative
Assistant

• \$131,260 for salaries, benefits and taxes.

2 FTE
Secretaries

1 Office
Assistant

- Have been unable to obtain adequate computer/MIS support. Systems and technological knowledge needs upgrading.

support one another
on large projects.

1 FTE
Receptionist

- Completed projects are professional and uniform looking.
- Departments receive support needed to achieve work goals.

JN/Admin/Inhouse/RD&SS297
1st Version

- Agency has ~~efficient~~
~~with~~
effective, supportive
MIS.

Connie & Bill ✓

PROGRAM AREA -BUSINESS AND FINANCE

PROGRAMS

Principal Outcomes

Number Served

Priorities

Number Staff

Budget

Other Service Providers

Notes

Finance

- Compliance with State and Federal Regulations.
- Adherence to generally accepted accounting principles.

N/A

N/A

5

FTE?

- \$430,000 Administrative Fees

N/A

- Programs pay approximately 10% of budget revenue to secure the services.

all agency staff -
we need to
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Personnel

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Accessible, safe, reliable vehicles. Regular maintenance to safeguard and preserve the assets.

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Please review & pass back any input
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Thanks

PROGRAM AREA - CHILD DEVELOPMENT

PROGRAMS

Head Start -Pre school program for 3-4 year olds; vision, hearing, nutrition, developmental, speech, physical and dental screening; nutritious meals; transportation, parent involvement; social services for every family. Full-day and before and after school care in Gaston.

Principal Outcomes

- Children are academically and socially ready for school.
- Parents are involved in their children's education.
- Parents understand their children's development.
- Children's health/developmental problems identified and addressed.
- Families ability to access community resources/services increased

Number Served
346 +
approx. 30
in Gaston

Priorities
10% of Head Start slots reserved for children with disabilities

Number Staff
Approx. 75

- Budget**
- \$1,510,300 Federal Head Start
 - 467,500 State OPP
 - 110,000 U.S. Dept. of Agriculture
 - 40,000 Fees for child care Gaston
 - 10,000 CAO Cafe
 - 52,800 Even Start (P.C.C.)
 - 110,450 CSBG

Other Service

Providers
Migrant Head Start - Migrant really serves different people - not sure this column is relevant
There are nearly 100 private child care centers and even more preschools in the County.

Notes

- Principal Partners - Northwest ESD, Beaverton, Tigard, Hillsboro, Gaston, Public Schools.
- Stable Federal and State funding.
- Currently serves 24.5% of eligible 3-4 year olds.
- Expansion funds through State OPP in Governor's proposed budget. Need for facilities in Beaverton, Forest Grove, Tigard.

Family Care of West

Tuality Programs

(will be added after merger)

Child Development -

Before and after school program for 5-12 year olds at three Forest Grove & Cornelius Schools. Enhanced kindergarten at same schools. 10 week summer camp program for 5-12 year olds

- Provides child care which enables parents to work or attend work training.
- Children receive additional academic and social skills training.
- Structures summer program for youth.

149

None

5

- \$75,000 United Way
- \$25,000 Government fees for service
- \$5,000 Scholarships
- \$50,700 private fees

YMCA

- Partnership with Forest Grove Schools.
- Space and food provided by Forest Grove Schools
- Program Manager vacancy.

Referral and Outreach

One of three metro area agencies providing resource and referrals for families seeking child care. Provides training to area child care providers to improve quality and foster developmentally appropriate care.

- Ready access to convenient child care for working parents.
- Linkage with available child care subsidy for low-income parents.
- Increased quality of local child care providers.

12,000 parents
1,500 child care providers

None

4

- \$22,000 United Way
- \$10,000 City of Beaverton
- \$26,000 AFS
- \$17,000 Metro 1080
- \$78,800 County Commission on Children.
- \$7,000 Fees from trainings

None in Washington County

- County funding uncertain.
- Potential for creating full day services for Head Start children.
- Service Area beyond Washington County.

USDA Food Program

One of four metro area agencies that certifies child care providers for and coordinates payments under the USDA Child Care Nutrition Program. Also provides training to providers in nutrition, meal planning, licensing and business issues related to child care.

- Nutritional needs of children in child care are met.
- Child care providers better trained to meet nutritional needs of children.
- Child care providers incomes increased.

7000 children
500 child care providers

Low income child care providers

5.7

- \$250,000 USDA (Admin.)
- \$1,300,000 USDA (provider payments)

None in Washington County
3 in other parts of Metro Area

- New two-tier reimbursement system by USDA May reduce # of providers served.
- Program started in 1972.
- Service area beyond Washington County.

HS/Corresp/ProgTa97

JN/Admin./Inhouse/ProgTa97 3-10-97

JN/Admin/Inhose CiDe297

Marilyn, Shawn & Carla

PROGRAM AREA - CHILD DEVELOPMENT

PROGRAMS

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What about Gaston child care?

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Development
Coordinator

Clothes Closet

Provides free clothing and household items to low-income families.

- Community is able to access clothing and household items free of charge at Play It Again.
1,080 families at Play It Again during the year

.05 FTE
Development
Director

- \$34,500

.2 FTE
Development
Coordinator

.5 FTE
Volunteer
Coordinator

Support Services

Centralized support to staff including office management, reception, clerical and computer systems.

- Public is greeted in courteous manner on the phone and in person.
Agency Staff
- Work requests are processed through one entry point.
- Team works to

1 FTE Office
Manager/
Administrative
Assistant

- \$131,260 for salaries, benefits and taxes.

2 FTE
Secretaries

1 Office
Assistant

- Have been unable to obtain adequate computer/MIS support
Systems and technological knowledge needs upgrading.

support one another
on large projects.

- Completed projects are professional and uniform looking.
- Departments receive support needed to achieve work goals.

1 FTE
Receptionist

JN/Admin/Inhouse/RD&SS297
1st Version

PROGRAM AREA - CLIENT SERVICES

PROGRAMS

Information and Referral

Lead I&R agency in Washington County; connects people with needed services; maintains county wide data base; produces resource guides and help lists.

Principal Outcomes

- Increased knowledge of and access to community services.
- Provides access to other CAO programs (i.e. Head Start, Weatherization)

Number Served

10,800.

Priorities

None

Number Staff

1.5

Budget

- \$17,514 United Way
- \$20,000 CSBG
- \$7,500 Washington County
- \$10,000 Cities

Other Service Providers

There are no other comprehensive I&R providers in the county; however there are a few specialized ones, i.e., Washington County Aging Services and Family Care's Child Care Resource and Referral.

Notes

- Principal partners - Washington County Cooperative Library System, Healthy Communities Task Force.
- Data base inadequate.
- Technology needs upgrading.
- Limited staff capacity to operate program.
- 2 year CDBG grant for \$160,000 to start 7/1/97.
- City funds uncertain due to Measure 47.

PROGRAMS

Other Basic Needs

Provides emergency assistance with utility, water and medical bills, and employment related transportation costs; food box screening and referral.

Principal Outcomes

Alleviate short term crisis and stabilize families.

Number Served

emergency needs: 196 households

food boxes: 1,922 households.

Priorities

- Households at or below 125% of the federal poverty guideline.
- Geographic areas:
- Tigard, Tualatin and Sherwood and West County - Forest Grove, Cornelius, Banks and Gaston.

Number Staff

1.5

Budget

- \$12,391 United Way
- \$5,668 WESTCO
- \$5,336 TVCM
- \$20,000 CSBG
- \$7,500 Washington County
- \$10,000 Cities

Other Service Providers

- Care to Share - Beaverton/Aloha area.
- St. Vincent de Paul - Hillsboro.

Notes

- Principle partners - WESTCO and Tualatin Valley Christian Ministries.
- Increased need for food assistance due to food stamp eligibility changes.
- City funds uncertain due to Measure 47.
- Church contributions erratic.
- Food box screening and referral labor intensive. Food bank may be willing to do.

PROGRAMS

Homeless Prevention

Provides rent assistance to families and individuals who would otherwise lose their housing; landlord advocacy.

Principal Outcomes

- Prevents evictions and maintain stable housing for 78% of recipients (based on 3 month follow-up)

Number Served

121 households

Priorities

- Households at or below 125% of the Federal poverty guideline who have a 72 hour eviction notice.
- Geographic areas:
Tigard, Tualatin and Sherwood and West County - Forest Grove, Cornelius, Banks and Gaston.

Number Staff

1

Budget

- \$5,437 FEMA
- \$3,174 WESTCO
- \$4,970 TCM
- \$23,500 State EHA
- \$10,000 Cities

Other Service Providers

- Care to Share - Beaverton/Aloha area.
- St. Vincent de Paul - Hillsboro.

Notes

- Principle partners - WESTCO and Tualatin Valley Christian Ministries.
- City funds uncertain due to Measure 47.
- Church contributions erratic.
- 2 year CDBG grant for \$100,000 to start 7/1/97.

PROGRAMS

Energy Assistance

LIEAP

Assistance paying utility bills for households at or below 125% of federal poverty guideline; energy conservation education to lower heating bills; payment plan, budgeting plan education; advocacy.

Principal Outcomes

- Prevent utility shutoffs, during winter months.
- Decrease likelihood of evictions due to utility arrearages.
- Free up household resources for other basic needs.

Number Served

1,355 households

Priorities

- Seniors
- Persons with disabilities.

Number Staff

3

Budget

- LIEAP \$241,893 Client Assistance.
- LIEAP \$23,300 Staff.
- \$50,000 Weatherization Rebates.

Other Service Providers

- Salvation Army administers Project Help (energy assistance).

Notes

- Principal Partners - Washington County Senior Centers; Care to Share.
- Seasonal program.
- Serves about 15% of eligible households.
- Federal funding for program reduced 50% over last decade.
- Current funding level appears stable for next two years.

PROGRAM AREA - HOUSING ADVOCACY

<u>PROGRAMS</u>	<u>Principal Outcomes</u>	<u>Number Served</u>	<u>Priorities</u>	<u>Number Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
<p><u>Community Education and Organizing</u></p> <p>Addresses concerns of low-income households. Focus on affordable housing with emphasis on local policies and housing as it relates to Metro area growth.</p> <p>Lesser involvement in child care, energy and minimum wage issues.</p> <p>Involves work with grassroots citizens organizations as well as public officials.</p>	<ul style="list-style-type: none"> • More Washington County citizens are aware of issues. • Policy makers have an increased understanding of the issues. • Individuals and organizations participate in advocacy efforts. 			.75 FTE	\$35,000 NW Area Foundation \$6,300 CSBG	<ul style="list-style-type: none"> • CAO staffs Housing Advocacy Group, a coalition of 25 agencies and individuals involved in affordable housing issues. • The Coalition for a Livable Future advocates for affordable housing as part of a broader Metro area growth perspective. 	<ul style="list-style-type: none"> • CAO plays a lead role in low-income organizing efforts in Washington County.

**Mortgage
Foreclosure
Prevention**

Provides budget counseling, advocacy with lenders, social services and, in some cases, no-interest loans to prevent foreclosures for low-income homeowners in financial crises. Program is operated in partnership with Housing Services of Oregon, a local non-profit.

Principal Outcomes

- Foreclosures prevented and home equity preserved in 85% of cases.
- Homeowners educated in budget management to prevent further financial crises.

Number Served

100

Priorities

Low-income homeowners

Number Staff

.35 FTE
(Contract with HSO for 1 FTE)

Budget

- \$75,000 from the NW Area Foundation through June 1998.

Other Service Providers

Limited services available through Consumer Credit Counseling Service of Oregon.

Notes

Last year of funding; no replacement funds identified.

<u>Fair Housing</u>	<u>Principal Outcomes</u>	<u>Number Served</u>	<u>Priorities</u>	<u>Number Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
<p>Prevention of illegal housing discrimination based on race, religion, national origin, gender, familial status, disability, marital status and source of income. Educational workshops to members of the housing industry and tenant groups. Information and guidance to those who believe they have experienced housing discrimination. Outreach and education to the general public about housing discrimination and Fair Housing laws.</p>	<ul style="list-style-type: none"> • Tenants receive information on their Fair Housing rights and learn how to respond if illegal discrimination occurs. • Owners and managers of rental properties receive information on their legal responsibilities and strategies for insuring discrimination does not occur. 	147	<ul style="list-style-type: none"> • Tenants who are members of legally protected classes. • Rental property owners who own fewer than 30 units and are not affiliated with property management associations. 	.4 FTE	\$15,000 CDBG (approved for next three years)	<ul style="list-style-type: none"> • Program operates in partnership with Oregon Legal Services which provides legal intervention for tenants. • HUD and private attorneys provide legal intervention. Programs similar to CAO'S in Multnomah and Clackamas counties. 	<ul style="list-style-type: none"> • Contract with CAO/OLS fulfills County's Fair Housing responsibilities for use of federal housing funds.

PROGRAM AREA - WEATHERIZATION

<u>Weatherization</u>	<u>Principle Outcomes</u>	<u>Priorities</u>	<u>Number Served</u>	<u>Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
<p>Energy conservation program for low income renters and owners includes;</p> <ul style="list-style-type: none"> • Diagnostic testing of house to identify cost effective options, and installation of major insulation measures, • Minor repairs to allow for weatherization, • Health and safety testing, • Heating system inspection for safety, • Heating system tune-ups and repair, • Low cost client installed materials and conservation information to aid in making informed energy choices, • Referrals to home rehab and repair programs 	<ul style="list-style-type: none"> • Families energy costs lowered as much as 25% • Increased families resources for other basic needs • Low income housing is safer, warmer, more efficient. • Increased ability of families to access other repair or housing rehab programs. 	<p>Prioritization takes into account;</p> <ul style="list-style-type: none"> • Households with seniors • Disabled individuals • Children under six • Heating system failure - no heat • Home owner • Landlord financial participation • Electric heat 	100	2 FTE	<ul style="list-style-type: none"> • Low Income Energy Assistance (LIEAP) - \$191,775.00 • Department of Energy (WAP) - \$65,550.00 • Bonneville Power Administration - \$46,000.00 (City of Forest Grove) • Washington County CDBG - Comprehensive Weatherization - \$25,000.00 • Washington County CDBG - Self Help Weatherization - \$20,000.00 • Portland General Electric Rebates - \$57,670.00 • Northwest Gas Rebates - \$10,000 	<ul style="list-style-type: none"> • City of Forest Grove in Forest Grove Electric service area 	<ul style="list-style-type: none"> • Stable funding <p>Approx. 9,834 low income households in Washington County still need weatherization</p> <ul style="list-style-type: none"> • Most low income residents live in multi-family housing • Electric industry deregulation - need for continued access to affordable power and energy conservation by low-income households • PGE/ENRON Merger - Same issues as deregulation <p>\$50,000 to \$65,000 in discretionary income annually</p>

PROGRAM AREA - WEATHERIZATION

<u>Weatherization -</u>	<u>Principal Outcomes-</u>	<u>Priorities</u>	<u>Number Served</u>	<u>Staff</u>	<u>Budget</u>	<u>Other Service Providers</u>	<u>Notes</u>
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This version was typed by Joan. She has it on her phone