

SUPPORTIVE HOUSING SERVICES QUARTERLY REPORT

SUBMITTED BY (COUNTY): Washington County

FISCAL YEAR: 2024/2025

QUARTER: Q2

The following information should be submitted 45 calendar days after the end of each quarter, per IGA requirements. When that day falls on a weekend, reports are due the following Monday.

	Q1	Q2	Q3	Q4
<i>Report Due</i>	Nov 15	Feb 15	May 15	Aug 15
<i>Reporting Period</i>	Jul 1 – Sep 30	Oct 1 – Dec 31	Jan 1 – Mar 31	Apr 1 – Jun 30

Please do not change the formatting of margins, fonts, alignment, or section titles.

	Permanent Supportive Housing	Rapid Re-Housing	Prevention	Shelter Units Sustained
YTD Progress	266	130	683	410
Goal	450	300	1400	400
SHS Year 1 to Current Date	1606	607	2,250	410

Section 1. Progress narrative

In no more than 3-5 pages, please provide an executive summary and additional narrative to include:

- A high-level snapshot of your quarterly outcomes that tells us if you are on track or not on track with your Annual Work Plan goals. Which can include overall challenges and barriers to implementation, opportunities in this quarter, success in this quarter, emerging challenges and opportunities with service providers.*
- A focus on **one** of the following: regional coordination and behavioral health, new investments, leverage, service systems coordination or any other topic connected to your local implementation plan.*
- A focus on **one** out of the three categories associated with your annual work plan. At least one or two highlights or progress updates in one of the following qualitative goals: racial equity, capacity building: lead agency/ systems infrastructure, or capacity building: provider capacity.*
- A reflection on your progress for the quarter that includes your investments and programming during the reporting period.*
- Please also connect any of the above narratives to your data tables, as applicable.*

Note that one of each category/work plan goal must be covered in at least one quarterly report during the year. Metro will assist each county by tracking accordingly to ensure each category is covered throughout the year.

Quarter 2 Summary

Quarter 2 was a balancing act for Washington County in moving forward with planned expansions of our homeless services system of care and system optimization needed to right-size the program to best meet the needs of people experiencing homelessness with limited resources.

Highlights for this quarter include opening the first purpose-built shelter in Washington County, funding 119 units of transitional housing to build more intentional steppingstones along the path to long-term housing, funding the third of four planned access centers, and honing engagement and communication with our city partners, advisory bodies, and service providers. At the same time, Washington County focused on system optimization, demonstrated by progress on housing placements (particularly Permanent Supportive Housing placements) and the launch of partner monitoring.

Finally, a significant area of focus for the Homeless Services Division has been program reductions, some of which were already planned for and others which were necessitated by the updated December 2024 SHS forecast. During these challenging conversations, collaboration and communication with our service providers and advisory bodies is more critical than ever, and we appreciate their willingness to strategize and plan with a shared system goal to build and maintain effective pathways out of homelessness to stable housing for our community.

1. Program Successes & New Initiatives

Washington County is in the final stages of building out our homeless services system of care, including physical infrastructure essential to serve people experiencing homelessness on their journey to stable housing. Significant progress was made in Quarter 2 with the completion of two capacity building work plan goals.

- Washington County **funded the capital development of 119 transitional housing units** at two locations in partnership with Central City Concern, Transcending Hope, and the County's Behavioral Health Division. The units funded will provide recovery transitional housing and stabilization recovery housing, designed to support people with acute behavioral health needs.
- **The first of three purpose-built shelters opened in December.** The Beaverton Shelter received \$4.8 million in SHS funding for construction and \$1.9 million in ongoing SHS funds for site operations. The space provides 60 beds of congregate shelter with a trauma informed design, commercial kitchen, an outdoor courtyard, and a dedicated coordinated care space for addressing healthcare related needs onsite.
- Washington County also awarded Open Door HousingWorks \$5 million for our **third access center (of the four access centers planned)**. Development of the **Western Washington County** is planned on a site already owned by Open Door in Cornelius. Two access centers are currently under construction in Tigard and Hillsboro and the final access center is planned for Beaverton.

Beyond the milestones shared above, staff also prioritized community and public engagement in Quarter 2 to increase understanding of regional resources at work in Washington County and engage partnership and feedback to continuously improve our system of care. Following the submittal of the Program Year 3 Annual Report, staff provided presentations to six city councils in Washington County within the Metro district and served as an important opportunity to elevate the impact of SHS in local jurisdictions and continue to partner with our city jurisdictions. In addition to these presentations, the Department of Housing Services hosted the annual Housing Forum, partnering with our advisory bodies (the Housing Advisory Committee and the Homeless Solutions Advisory Council). The event included two panels: one on integrating behavioral health into affordable housing and the other focused on preservation and was attended by roughly 75 people.

2. System Improvements

While the work of system building continues, staff are also working with partner organizations on system refinement. This includes **progress on improving our placement outcomes**. At the end of Q2, Washington County has housed 266 households into permanent supportive housing, well over halfway to our placement goal of 450 households. This outcome demonstrates the value of the effort made behind the scenes to refine our processes. Small system adjustments, like removing a ‘referral hold’ policy and eliminating ‘internal enrollment slots’, have culminated in the ability to more efficiently move people through the system and on to stable, long-term housing.

Given the program reductions needed (see Challenges & Areas of Focus section below), Washington County will be amending our prevention and rapid re-housing goals to ensure goals are achievable with reduced funded capacity.

In October, the County also **launched program monitoring framework** with a focus on partner performance improvement to support system goals. The monitoring framework comprises both CoC and SHS requirements. The two-phased framework includes desk monitoring of policies and procedures, and on-site participant file monitoring. The annual schedule of monitoring activities will ensure adequate program evaluation across the entire system with out negatively impacting program operations by our partners. Furthermore, to support partners with the new monitoring procedures and activities, office hours are offered to help providers prepare for their turn in the monitoring process.

3. Challenges & Areas of Focus

Looking ahead, Washington County has spent extensive time **adjusting to the lowered December 2024 SHS forecast**. This forecast required the County to reduce our Homeless Services system capacity by \$16.4 million, a transition that is underway by reducing program capacity this fiscal year, and with reduced budget capacity for ongoing operations in the next fiscal year.

To make these **difficult decisions around program reductions, thoughtful engagement of the Homeless Solutions Advisory Council** and our network of service providers has been a key component of the decision-making process. To review programmatic reductions and listen in on our

advisory body conversations, we encourage interested parties to [learn more here](#). We welcome ongoing feedback to support continuous improvement and are focusing on system optimization that continues to prioritize people experiencing chronic homelessness and literally homeless individuals and families to meet the most pressing needs in our community.

Program reductions that have already taken effect are the **reduction of eviction prevention programs** currently funded through Community Action and Centro Cultural. We will continue to advocate to the state and federal government for increased resources to meet the needs of people who live with rent burden and face evictions. Second, Washington County also closed our Safe Rest Pod shelter site located in Hillsboro at the end of October 2024. While we continue to look for a long-term pod shelter location, these pods will be stored and unoccupied.

Other reductions that will take effect imminently include the **closure of two other scattered-site motel-based shelter programs** that are currently operated by Project Homeless Connect and Centro Cultural. These have been planned system reductions as permanent, year-round shelter locations begin to come online (i.e. the Beaverton Shelter), however their closure has been sped up to account for reduced revenue anticipated this year. Program staff are working with our shelter and housing program operators to identify housing placements or alternative shelter for everyone currently staying in one of these shelter locations. New referrals are no longer being accepted as these programs are scheduled to close by the end of May 2025.

Given the reductions described above, the **County will submit an amended work plan for Program Year 4** to lower program goals for eviction prevention, rapid rehousing, and possibility other programs impacted by reductions in this year or next year's budget.

Section 2. Data and data disaggregation

Please use the following table to provide and disaggregate data on Population A, Population B housing placement outcomes and homelessness prevention outcomes. Please use your local methodologies for tracking and reporting on Populations A and B. You can provide context for the data you provided in the context narrative below.

Data disclaimer: HUD Universal Data Elements data categories will be used in this template for gender identity and race/ethnicity until county data teams develop regionally approved data categories that more accurately reflect the individual identities.

Section 2.A Housing Stability Outcomes: Placements & Preventions
Housing Placements By Intervention Type: Permanent Supportive Housing

Number of housing placements-Permanent Supportive Housing	This Quarter					Year to Date	
	Number	Subset - Population A placed into PSH	Percentage: Population A	Subset - Population B placed into PSH	Percentage: Population B	Number	Percentage of annual goal
Total people	3					4	
Total households	3	3	100%	0	0%	4	

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	0	0%	0	0%
Asian or Asian American	0	0%	0	0%
Black, African American or African	0	0%	0	0%
Hispanic/Latina/e/o	0	0%	0	0%
Middle Eastern or North African	0	0%	0	0%
Native Hawaiian or Pacific Islander	1	33%	1	25%
White	3	100%	4	100%
Non-Hispanic White (subset of White category)	3	100%	4	100%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	0	0%	0	0%
Data Not Collected	0	0%	0	0%
Disability status				
	#	%	#	%
Persons with disabilities	3	100%	4	100%
Persons without disabilities	0	0%	0	0%
Disability unreported	0	0%	0	0%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	0	0%	0	0%
Man (Boy, if child)	3	100%	4	100%
Culturally Specific Identity	0	0%	0	0%
Non-Binary	0	0%	0	0%
Transgender	0	0%	0	0%
Questioning	0	0%	0	0%
Different Identity	0	0%	0	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	0	0%	0	0%
Data not collected	0	0%	0	0%

(Only if Applicable) Housing Placements By Intervention Type: Housing with Services

Number of housing placements- Housing with Services	This Quarter					Year to Date	
	Number	Subset - Population A placed into Housing with Services	Percentage: Population A	Subset - Population B placed into Housing with Services	Percentage: Population B	Number	Percentage of annual goal
Total people	182					369	
Total households	144	128	86%	21	14%	262	58%

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	6	3%	14	4%
Asian or Asian American	2	1%	3	1%
Black, African American or African	17	9%	41	11%
Hispanic/Latina/e/o	42	23%	70	19%
Middle Eastern or North African	2	1%	4	1%
Native Hawaiian or Pacific Islander	1	1%	9	2%
White	133	73%	259	70%
Non-Hispanic White (subset of White category)	115	86%	227	88%
Client doesn't know	0	0%	1	0%
Client prefers not to answer	3	2%	8	2%
Data Not Collected	2	1%	15	4%
Disability status				
	#	%	#	%
Persons with disabilities	140	77%	271	73%
Persons without disabilities	37	20%	81	22%
Disability unreported	5	3%	17	5%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	87	48%	187	51%
Man (Boy, if child)	91	50%	174	47%
Culturally Specific Identity	0	0%	0	0%
Non-Binary	2	1%	2	1%
Transgender	0	0%	2	1%
Questioning	0	0%	0	0%
Different Identity	0	0%	0	0%
Client doesn't know	0	0%	0	0%

Client prefers not to answer	0	0%	1	0%
Data not collected	2	1%	4	1%

Housing Placements By Intervention Type: Housing Only

Number of housing placements- Housing Only	This Quarter					Year to Date	
	Number	Subset - Population A placed into Housing Only	Percentage: Population A	Subset - Population B placed into Housing Only	Percentage: Population B	Number	Percentage of annual goal
Total people	8					27	
Total households	8	4	50%	4	50%	20	20%

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	0	0%	1	4%
Asian or Asian American	0	0%	0	0%
Black, African American or African	0	0%	1	4%
Hispanic/Latina/e/o	0	0%	5	19%
Middle Eastern or North African	0	0%	0	0%
Native Hawaiian or Pacific Islander	0	0%	0	0%
White	7	88%	23	85%
Non-Hispanic White (subset of White category)	7	100%	18	78%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	0	0%	1	4%
Data Not Collected	1	13%	1	4%
Disability status				
	#	%	#	%
Persons with disabilities	7	88%	21	78%
Persons without disabilities	1	13%	3	11%
Disability unreported	0	0%	3	11%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	6	75%	17	63%
Man (Boy, if child)	1	13%	8	30%
Culturally Specific Identity	0	0%	0	0%
Non-Binary	0	0%	1	4%
Transgender	1	13%	1	4%
Questioning	0	0%	0	0%

Different Identity	0	0%	0	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	0	0%	0	0%
Data not collected	0	0%	0	0%

Housing Placements By Intervention Type: Rapid Re-Housing (all Rapid Re-Housing subtypes)

Number of housing placements- Rapid Re-Housing	This Quarter					Year to Date	
	Number	Subset - Population A placed into Housing Only	Percentage: Population A	Subset - Population B placed into Housing Only	Percentage: Population B	Number	Percentage of annual goal
Total people	141					297	
Total households	62	30	45%	36	55%	130	43%

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	5	4%	14	5%
Asian or Asian American	7	5%	29	10%
Black, African American or African	13	9%	31	10%
Hispanic/Latina/e/o	36	26%	88	30%
Middle Eastern or North African	0	0%	1	0%
Native Hawaiian or Pacific Islander	13	9%	19	6%
White	76	54%	160	54%
Non-Hispanic White (subset of White category)	71	93%	135	84%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	3	2%	4	1%
Data Not Collected	6	4%	8	3%
Disability status				
	#	%	#	%
Persons with disabilities	56	40%	113	38%
Persons without disabilities	80	57%	170	57%
Disability unreported	5	4%	14	5%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	71	50%	158	53%
Man (Boy, if child)	63	45%	130	44%
Culturally Specific Identity	1	1%	1	0%
Non-Binary	1	1%	2	1%

Transgender	1	1%	2	1%
Questioning	1	1%	1	0%
Different Identity	0	0%	1	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	1	1%	1	0%
Data not collected	2	1%	2	1%

Housing Placements By Intervention Type: Eviction and Homelessness Prevention

Number of preventions	This Quarter					Year to Date	
	Number	Subset - Population A placed into Prevention	Percentage: Population A	Subset - Population B placed into Prevention	Percentage: Population B	Number	Percentage of annual goal
Total people	1,236					2,007	
Total households	419	24	5%	395	94%	683	44%

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	27	2%	37	2%
Asian or Asian American	38	3%	65	3%
Black, African American or African	181	15%	281	14%
Hispanic/Latina/e/o	626	51%	1,012	50%
Middle Eastern or North African	9	1%	22	1%
Native Hawaiian or Pacific Islander	60	5%	109	5%
White	712	58%	1,110	55%
Non-Hispanic White (subset of White category)	370	30%	611	31%
Client doesn't know	0	0%	2	0%
Client prefers not to answer	1	0%	2	0%
Data Not Collected	18	2%	27	1%
Disability status				
	#	%	#	%
Persons with disabilities	217	18%	320	16%
Persons without disabilities	994	80%	1,591	79%
Disability unreported	25	2%	96	5%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	713	42%	859	43%
Man (Boy, if child)	713	58%	1,142	57%
Culturally Specific Identity	0	0%	0	0%

Non-Binary	4	0%	5	0%
Transgender	1	0%	2	0%
Questioning	0	0%	0	0%
Different Identity	0	0%	0	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	0	0%	0	0%
Data not collected	0	0%	1	0%

Section 2.B Regional Long-Term Rent Assistance Program

The following data represents a **subset** of the above Housing Placements data. The Regional Long-term Rent Assistance Program (RLRA) primarily provides permanent supportive housing to SHS priority Population A clients (though RLRA is not strictly limited to PSH or Population A).

RLRA data is not additive to the data above. Housing placements shown below are duplicates of the placements shown in the data above.

*Please disaggregate data for the **total number of people in housing using an RLRA voucher during the quarter and year to date.***

Regional Long-term Rent Assistance Quarterly Program Data	This Quarter					Year to Date	
	Number	Subset - Population A in RLRA	Percentage: Population A	Subset Population B in RLRA	Percentage: Population B	Number	Percentage of total
Number of RLRA vouchers issued during reporting period	153	129	85%	23	15%	310	
Number of people newly leased up during reporting period	220	195	89%	24	11%	409	
Number of households newly leased up during reporting period	145	126	88%	18	12%	263	
Number of people in housing using an RLRA voucher during reporting period	2251	1614	72%	634	28%	2302	
Number of households in housing using an RLRA voucher during reporting period	1324	1000	76%	321	24%	1355	
Number of people in housing using an RLRA voucher since July 1, 2021	N/A	1922	73%	713	27%	2636	
Number of households in housing using an RLRA voucher since July 1, 2021	N/A	1205	76%	371	24%	1594	

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	137	6%	143	6%
Asian or Asian American	37	2%	39	2%
Black, African American or African	293	13%	297	13%
Hispanic/Latina/e/o	635	28%	647	28%

Middle Eastern or North African	5	0%	5	0%
Native Hawaiian or Pacific Islander	86	4%	87	4%
White	1788	79%	1825	79%
Non-Hispanic White (subset of White category)				
Client doesn't know	0	0%	0	0%
Client prefers not to answer	1	0%	1	0%
Data Not Collected	5	0%	5	0%
Disability status				
	#	%	#	%
Persons with disabilities	1174	52%	1204	52%
Persons without disabilities	1089	48%	1109	48%
Disability unreported				
Gender identity				
	#	%	#	%
Woman (Girl, if child)	1140	50%	1165	50%
Man (Boy, if child)	1081	48%	1105	48%
Culturally Specific Identity	0	0%	0	0%
Non-Binary	29	1%	29	1%
Transgender	13	1%	14	1%
Questioning	0	0%	0	0%
Different Identity	0	0%	0	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	2	0%	2	0%
Data not collected	1	0%	1	0%

Section 2.C Other Data: Non-Housing Numeric Goals

This section shows progress to quantitative goals set in county annual work plans. Housing placement and prevention progress are already included in the above tables. This section includes goals such as shelter units and outreach contacts and other quantitative goals that should be reported on a quarterly basis. This data in this section may differ county to county, and will differ year to year, as it aligns with goals set in county annual work plans.

Instructions: Please complete the tables below, as applicable to your annual work plans in Quarter 2 and Quarter 4 Reports.

Number of people in Shelter	This Quarter					Year to Date
	Number	Subset - Population A in Shelter	Percentage: Population A	Subset - Population B in Shelter	Percentage: Population B	Number
Total people	829					1101
Total households	551	327	59%	188	34%	732

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	29	3%	46	4%
Asian or Asian American	14	2%	20	2%
Black, African American or African	87	10%	131	12%
Hispanic/Latina/e/o	182	22%	234	21%
Middle Eastern or North African	3	0%	7	1%
Native Hawaiian or Pacific Islander	44	5%	63	6%
White	499	60%	658	60%
Non-Hispanic White (subset of White category)	466	93%	611	93%
Client doesn't know	4	0%	6	1%
Client prefers not to answer	26	3%	35	3%
Data Not Collected				
Disability status				
	#	%	#	%
Persons with disabilities	481	58%	640	58%
Persons without disabilities	324	39%	426	39%
Disability unreported	24	3%	35	3%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	363	44%	487	44%
Man (Boy, if child)	439	53%	585	53%
Culturally Specific Identity	3	0%	3	0%
Non-Binary	15	2%	15	1%
Transgender	4	0%	6	1%
Questioning	0	0%	0	0%
Different Identity	0	0%	1	0%
Client doesn't know	0	0%	0	0%
Client prefers not to answer	5	1%	5	0%
Data not collected	2	0%	3	0%

Number of people in Outreach**	This Quarter					Year to Date
	Number	Subset - Population A Engaged	Percentage: Population A	Subset - Population B Engaged	Percentage: Population B	Number
Total people	657					895
Total households	565					762
Sub-Set – Total people	257	166	65%	91	35%	375

“Engaged” during reporting period						
Sub-Set – Total households “Engaged” during reporting period	258	167	65%	91	35%	378

*The Following Section is only for participants that have a “Date of Engagement”

Race & Ethnicity	This Quarter		Year to Date	
	#	%	#	%
American Indian, Alaska Native or Indigenous	13	5%	20	5%
Asian or Asian American	5	2%	9	2%
Black, African American or African	25	10%	41	11%
Hispanic/Latina/e/o	54	21%	79	21%
Middle Eastern or North African	1	0%	1	0%
Native Hawaiian or Pacific Islander	12	5%	16	4%
White	162	63%	232	62%
Non-Hispanic White (subset of White category)	146	90%	208	90%
Client doesn’t know	0	0%	2	1%
Client prefers not to answer	5	2%	6	2%
Data Not Collected	10	4%	17	5%
Disability status				
	#	%	#	%
Persons with disabilities	189	74%	272	73%
Persons without disabilities	62	24%	94	25%
Disability unreported	6	2%	9	2%
Gender identity				
	#	%	#	%
Woman (Girl, if child)	115	45%	163	43%
Man (Boy, if child)	133	52%	198	53%
Culturally Specific Identity	1	0%	1	0%
Non-Binary	4	2%	7	2%
Transgender	4	2%	5	1%
Questioning	0	0%	0	0%
Different Identity	0	0%	0	0%
Client doesn’t know	0	0%	0	0%
Client prefers not to answer	0	0%	1	0%
Data not collected	1	0%	2	1%

Section 3. Financial Reporting

Please complete the quarterly financial report and include the completed financial report to this quarterly report, as an attachment.

Glossary:

Supportive Housing Services: All SHS funded housing interventions that include PSH, RRH, Housing Only, Housing with Services, Preventions, and RLRA Vouchers. This also includes shelter, outreach, navigation services, employment services or any other SHS funding to help households exit homelessness and transition into safe, stable housing.

Supportive Housing: SHS housing interventions that include PSH, Housing Only and Housing with Services.

Regional Long Term Rent Assistance (RLRA): provides a flexible and continued rent subsidy that will significantly expand access to housing for households with extremely and very low incomes across the region. RLRA subsidies will be available for as long as the household needs and remains eligible for the subsidy, with no pre-determined end date. Tenant-based RLRA subsidies will leverage existing private market and regulated housing, maximizing tenant choice, while project-based RLRA subsidies will increase the availability of units in new housing developments. RLRA program service partners will cover payments of move-in costs and provide supportive services as needed to ensure housing stability. A Regional Landlord Guarantee will cover potential damages to increase participation and mitigate risks for participating landlords.

Shelter: Overnight Emergency Shelter that consists of congregate shelter beds PLUS non/semi-congregate units. Shelter definition also includes Local Alternative Shelters that have flexibility around limited amenities compared to HUD defined overnight shelters.

Day Shelter: Provides indoor shelter during daytime hours, generally between 5am and 8pm. Day shelters primarily serve households experiencing homelessness. The facilities help connect people to a wide range of resources and services daily. Including on-site support services such as restrooms, showers, laundry, mail service, haircuts, clothing, nutrition resources, lockers, ID support, etc.

Outreach: activities are designed to meet the immediate needs of people experiencing homelessness in unsheltered locations by connecting them with emergency shelter, housing, or critical services, and providing them with urgent, non-facility-based care. *Metro is using the HUD ESG Street Outreach model. The initial contact should not be focused on data. Outreach workers collect and enter data as the client relationship evolves. Thus, data quality expectations for street outreach projects are limited to clients with a date of engagement.*

Outreach Date of Engagement “Engaged”: the date an individual becomes engaged in the development of a plan to address their situation.

Population A: Extremely low-income; AND have one or more disabling conditions; AND Are experiencing or at imminent risk* of experiencing long-term or frequent episodes of literal homelessness.

Imminent Risk: Head of household who is at imminent risk of long-term homelessness within 14 days of the date of application for homeless assistance and/or has received an eviction. The head of household will still need to have a prior history of experiencing long-term homelessness or frequent episodes of literal homelessness.

Population B: Experiencing homelessness; OR have a substantial risk* of experiencing homelessness.

Substantial risk: A circumstance that exists if a household is very low income and extremely rent burdened, or any other circumstance that would make it more likely than not that without supportive housing services the household will become literally homeless or involuntarily doubled-up.

The following list are HUD HMIS approved Project Types. Metro recognizes SHS programs do not align with these project types exactly, and value that flexibility. However, to ensure the interpretations and findings are based upon correct interpretations of the data in quarterly reports and HMIS reports, we will reference these Project Types by the exact HUD name.

Here are the HUD Standards if needed, <https://files.hudexchange.info/resources/documents/HMIS-Data-Standards-Manual-2024.pdf>

Permanent Supportive Housing, “PH - Permanent Supportive Housing (disability required for entry)”: A long-term intervention intended to serve the most vulnerable populations in need of housing and supportive services to attribute to their housing success, which can include PBV and TBV programs or properties. Provides housing to assist people experiencing homelessness with a disability (individuals with disabilities or families in which one adult or child has a disability) to live independently.

Housing with Services, “PH - Housing with Services (no disability required for entry)”:

A project that offers permanent housing and supportive services to assist people experiencing homelessness to live independently but does not limit eligibility to individuals with disabilities or families in which one adult or child has a disability.

Housing Only, “PH - Housing Only”:

A project that offers permanent housing for people experiencing homelessness but does not make supportive services available as part of the project. May include Recovery Oriented Transitional Housing, or any other type of housing, not associated with PSH/RRH, that does include supportive services.

Rapid Re-Housing, “PH - Rapid Re-Housing” (Services Only and Housing with or without services):

A permanent housing project that provides housing relocation and stabilization services and/or short and/or medium-term rental assistance as necessary to help an individual or family experiencing homelessness move as quickly as possible into permanent housing and achieve stability in that housing.

Prevention, “Homelessness prevention”:

A project that offers services and/or financial assistance necessary to prevent an individual or family from moving into an emergency shelter or living in a public or private place not meant for human habitation. Component services and assistance generally consist of short-term and medium-term tenant-based or project-based rental assistance and rental arrears. Additional circumstances include rental application fees, security deposits, advance payment of last month's rent, utility deposits and payments, moving costs, housing search and placement, housing stability case management, mediation, legal services, and credit repair. This term differs from retention in that it designed to assist nonsubsidized market rate landlord run units.

Yellow Cell = County to fill in
Blue Cell = Formula calculation

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Metro Supportive Housing Services
Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)
COUNTY NAME
FISCAL YEAR

Financial Report (by Program Category)

COMPLETE THE SECTION BELOW EVERY QUARTER. UPDATE AS NEEDED FOR THE ANNUAL REPORT.

	Amended Budget #2 (Proforma)	Q1 Actuals	Q2 Actuals	Q3 Actuals	Q4 Actuals	Total YTD Actuals	Variance Under / (Over)	% of Budget	Comments
Metro SHS Resources									
Beginning Fund Balance	125,941,282	125,941,282	125,941,282			125,941,282	-	100%	Counties will provide details and context on any unbudgeted amounts in Beginning Fund Balance in the narrative of their report, including the current plan and timeline for budgeting and spending it.
Metro SHS Program Funds	98,700,000	3,187,872	17,549,368			20,737,240	(77,962,760)	21%	
Interest Earnings ⁵¹		1,070,265	1,074,072			2,144,338	(2,144,338)	N/A	
<i>Insert add'l lines as necessary</i>									
Subtotal Program Revenue	98,700,000	4,258,089	18,623,440			22,881,530	75,818,470	23%	
Total Metro SHS Resources	224,641,282	130,199,371	144,564,722			148,822,812	75,818,470	66%	
Metro SHS Requirements									
Program Costs									
Individual Support Costs									
Permanent Supportive Housing (PSH)									
<i>Support to individuals who have extremely low incomes and one or more disabling conditions, who are experiencing long-term or frequent episodes of literal homelessness or imminent risk of experiencing homelessness</i>									
Support Services	17,739,729	2,704,690	2,845,053			5,549,743	(12,189,986)	31%	
Long-term Rent Assistance (RLRA)	41,494,231	6,655,800	7,220,665			13,876,465	(27,617,766)	33%	
Long-term Rent Assistance Admin	380,247	95,893	110,106			205,999	(174,248)	54%	Administrative Costs for long-term rent assistance equals 1% of Partner's YTD expenses on long-term rent assistance.
Subtotal PSH	59,614,207	9,456,383	10,175,824			19,632,207	39,982,000	33%	
Rapid Re-housing (RRH)									
<i>Support to individuals experiencing a loss of housing</i>									
Rapid Re-housing (RRH)	18,200,137	3,536,443	3,211,537			6,747,980	(11,452,157)	37%	
Subtotal RRH	18,200,137	3,536,443	3,211,537			6,747,980	11,452,157	37%	
Other Housing and Services Programs (not otherwise listed)									
<i>Support to individuals who are experiencing homelessness or have substantial risk of homelessness</i>									
Housing Only	447,028	113,533	157,985			271,518	(175,410)	61%	
Housing with Services	3,066,261	474,924	431,557			906,481	(2,159,780)	30%	
Subtotal Other Housing and Services Programs	3,066,261	474,924	431,557			906,481	2,159,780	30%	
Eviction & Homelessness Prevention									
<i>Support to individuals experiencing a potential loss of housing</i>									
Eviction & Homelessness Prevention	12,420,000	2,139,092	416,597			2,555,689	(9,864,311)	21%	
Subtotal Eviction & Homelessness Prevention	12,420,000	2,139,092	416,597			2,555,689	9,864,311	21%	
Safety On/Off the Street									
<i>Support to individuals unsheltered or in temporary housing</i>									
Shelter	21,938,095	4,132,335	3,642,783			7,775,118	(14,162,977)	35%	
Access Programs									
Outreach	2,597,888	451,967	597,682			1,049,649	(1,548,239)	40%	
Subtotal Safety On/Off the Street	24,535,983	4,584,302	4,240,465			8,824,767	15,711,216	36%	
System Support Costs									
Systems Infrastructure									
Built Infrastructure	2,050,102	269,415	475,096			735,511	(1,314,591)	36%	
Other supportive services	23,239,896	73,890	16,870,868			16,894,748	(6,634,821)	16%	
Subtotal System Support Costs	3,509,863	546,927	643,410			1,190,337	(2,319,526)	34%	
Regional Strategy Implementation									
<i>Investments to support SHS program alignment, coordination and outcomes at a regional level</i>									
Coordinated Entry	847,000	116,221	157,985			274,206	(572,794)	32%	
Regional Landlord Recruitment	897,001	17,821	35,363			53,184	(843,817)	6%	
Healthcare System Alignment	663,346	39,776	35,363			75,139	(588,207)	11%	
Training	841,276	11,400	4,200			15,600	(825,676)	2%	
Technical Assistance	2,393,146	51,592	375,045			426,637	(1,966,509)	18%	
Employee Recruitment and Retention	407,103					407,103	-	0%	
Subtotal Regional Strategy Implementation	5,750,000	234,122	628,696			862,818	4,887,182	15%	
County Administrative Costs									
County Administrative Costs	3,804,298	958,874	982,813			1,941,687	(1,862,611)	51%	Service Provider Administrative Costs (including RLRA) are reported as part of Program Costs above. Counties will provide details and context for Service Provider Administrative Costs in their Annual Program Report.
Subtotal County Administrative Costs	3,804,298	958,874	982,813			1,941,687	1,862,611	51%	County SHS Administrative Costs equals 8% of County's annual Program Funds.
Subtotal Program Costs	143,210,747	22,215,362	38,076,863			60,292,225	82,918,522	42%	
Ending Fund Balance (incl. Contingency and Reserves)	81,430,535					88,530,587			
Budgeted Contingency and Reserves									
Contingency ⁵²	5,750,000					5,750,000			This section reflects budgeted contingency and reserve figures.
Regional Strategy Implementation Contingency	8,814,333					8,814,333			Contingency equals 6% of Partner's budgeted annual Program Funds.
Stabilization Reserve ⁵³	17,250,000					17,250,000			Stabilization Reserve equals 17% of Partner's budgeted annual Program Funds.
RLRA Reserves									
Other Programmatic Reserves	48,616,202					48,616,202			
<i>Insert add'l lines as necessary</i>									
Subtotal Contingency and Reserves	81,430,535					81,430,535			
Program Category Descriptions									
Support Services case management, behavioral health, mental health and addiction services, peer support, other connections to healthcare programs									
Rapid Re-housing (RRH) RRH services, short-term rent assistance, housing retention, case management									
Housing Only rent assistance									
Housing with Services support services and rent assistance									
Eviction & Homelessness Prevention short-term rent assistance geared toward preventing evictions, diversion assistance, one-time stabilization assistance, other relevant services									
Shelter congregate shelter, alternative shelter, motel shelter, transitional housing, recuperative centers									
Outreach support and services other than overnight shelter, including case management, hygiene programs, survival gear, day centers, and navigation to other services									
Systems Infrastructure service provider capacity building and organizational health, system development/management, technical assistance, community engagement, advisory body support, etc									
Built Infrastructure property purchases, capital improvement projects, etc									
Other supportive services broad services which cannot be allocated under individual support costs above, including: Systems Access and Navigation, Coordinated Access, Housing Navigation, employment, benefits, ancillary homeless services that support overall programmatic objectives, etc									
County Administrative Costs Costs not specifically attributed to a particular SHS program or program delivery, including: senior management personnel, general facilities costs, general services such as HR, accounting, budget development, procurement, marketing, agency audit and agency insurance, etc.									

⁵¹ Per IGA Section 3.4.2 ADMINISTRATIVE COSTS, Metro recommends, but does not require, that in a given Fiscal Year Administrative Costs for SHS should not exceed 5% of annual Program Funds allocated to Partner; and that Administrative Costs for administering long-term rent assistance programs should not exceed 10% of annual Program Funds allocated by Partner for long-term rent assistance.

⁵² Per IGA Section 8.3.3 REGIONAL STRATEGY IMPLEMENTATION FUND, each County must contribute not less than 5% of its share of Program Funds each Fiscal Year to a Regional Strategy Implementation Fund to achieve regional investment strategies.

⁵³ Per IGA Section 5.5.4 CONTINGENCY, partner may establish a contingency account in addition to a Stabilization Reserve. The contingency account will not exceed 5% of Budgeted Program Funds in a given Fiscal Year.

⁵⁴ Per IGA Section 5.5.3 PARTNER STABILIZATION RESERVE, partner will establish and hold a Stabilization Reserve to protect against financial instability within the SHS program with a target minimum reserve level will be equal to 10% of Partner's Budgeted Program Funds in a given Fiscal Year. The Stabilization Reserve for each County will be fully funded within the first three years.

⁵⁵ Per IGA Section 6.1.4 "Program Funds" includes interest earnings. As such, calculations of the % of Program Funds spent on various budget lines will include interest earnings in the formula.

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Metro Supportive Housing Services

Financial Report for Quarterly Progress Report (IGA 7.1.2) and Annual Program Report (IGA 7.1.1)

COUNTY NAME

FISCAL YEAR

Spend-Down Report for Program Costs

This section compares the spending plan of Program Costs in the Annual Program Budget to actual Program Costs in the Financial Report.

Program Costs (excluding Built Infrastructure)	% of Spending per Quarter			Comments
	Budget	Actual	Variance	
Quarter 1	12%	17%	5%	Explain any material deviations from the Spend-Down Plan, or any changes that were made to the initial Spend-Down Plan. ^[1]
Quarter 2	26%	16%	-10%	
Quarter 3	21%	0%	-21%	
Quarter 4	37%	0%	-37%	
Total	95%	33%	-62%	

Built Infrastructure	\$ Spending YTD			Comments
	Budget	Actual	Forecast	
Annual total	10,259,896	16,894,748	57,845,993	Provide a status update for below. (required each quarter)

^[1] A "material deviation" arises when the Program Funds spent in a given Fiscal Year cannot be reconciled against the spend-down plan to the degree that no reasonable person would conclude that Partner's spending was guided by or in conformance with the applicable spend-down plan.

Note: It is possible for actual spending against the Spend-Down Plan to exceed 100% without exceeding budget authority due to the use of savings in categories excluded from the Spend-Down Report calculation.

Spend-Down Report for Carryover

This section compares the spending plan of investment areas funded by carryover to actual costs.

These costs are also part of the Spend-Down Report for Program Costs above. This section provides additional detail and a progress update on these investment areas.

Carryover Spend-down Plan	\$ Spending by investment area			Comments
	Budget	Actual ^[2]	Variance	
Beginning Fund Balance (carryover balance)	125,941,282	125,941,282		Provide a status update for each Investment Area line below. (required each quarter)
Describe Investment Area				
Shelter capital funding	13,675,993	11,494,748	2,181,245	
Access Center capital construction	10,000,000	5,400,000	4,600,000	
Rent assistance expansion	12,420,000	2,555,689	9,864,311	
Capacity building for providers	1,100,000	354,983	745,019	
<i>insert add'l lines as necessary</i>	-		-	
	37,195,993	19,805,418	17,390,575	
Remaining prior year carryover	88,745,289	106,135,864	(17,390,575)	
Estimated current year carryover	-		-	
Ending Fund Balance (carryover balance)	88,745,289	106,135,864	(17,390,575)	

^[2] If the actual costs for any carryover investment areas are not tracked separately from existing program categories, use the Comments section to describe the methodology for determining the proportion of actual costs covered by carryover. For example: if service providers received a 25% increase in annual contracts for capacity building, and the costs are not tracked separately, the capacity building portion could be estimated as 20% of total actual costs (the % of the new contract amount that is related to the increase).