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## Notice of Funding Availability for New or Expanded Permanent Supportive Housing Projects

Issue Date: Thursday, September 26, 2024 Responses Due: Thursday, October 31, 2024  
Not Later Than: 11:59 PM

LATE RESPONSES SHALL NOT BE CONSIDERED

### Refer Questions to:

Staff name: Adam Yang

Email: [adam.yang@multco.us](mailto:adam.yang@multco.us)

### Submit Responses to:

Staff name: Adam Yang

Email: [adam.yang@multco.us](mailto:adam.yang@multco.us)

*Electronic submission only*

### Optional Information Session: Monday, October 7, 1 pm - 2:30 pm

Zoom Link: <https://multco-us.zoom.us/j/94171401628?pwd=bnJ0dj27Ttvd3FFGjAxywteYUQu.1>

Meeting ID: 941 7140 1628

Passcode: f9Ax9\*d?

Join by phone: +1 253 215 8782 US (Tacoma)

*If you need translation or have other access needs, please reach out to [adam.yang@multco.us](mailto:adam.yang@multco.us)*

If you are a qualified provider without an existing JOHS contract or would like support with your application, JOHS encourages you to sign up for office hours with Kristina Goodman, PSH Program Specialist Senior. Here is a link to schedule time with Kristina directly:

<https://calendar.app.google/JVDeV9QqJm3NBKX59>



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## 1. Introduction

The Joint Office of Homeless Services (JOHS) seeks responses from qualified providers of Supportive Housing services (see Appendix D: List of JOHS Qualified Vendors of Supportive Housing). The Metro Supportive Housing Services (SHS) Measure provides regional funding to address homelessness and housing stability, prioritizing Communities of Color. The SHS Measure aims to increase housing stability and equitable services delivery across the region through inclusive community engagement, investments in programs that advance equity, and tracking indicators that demonstrate success in these areas.

## 2. Metro SHS Guidelines

The following values outlined in the Metro Work Plan are incorporated into Multnomah County's Local Implementation Plan and are intended to guide SHS implementation at all levels:

- Strive toward stable housing for all
- Lead with racial equity and work towards racial justice
- Fund proven solutions
- Leverage existing capacity and resources
- Innovate: evolve systems to improve
- Demonstrate outcomes and impact with stable housing solutions
- Ensure transparent oversight and accountability
- Center people with lived experience, meet them where they are, and support their self-determination and well-being
- Embrace regionalism: with shared learning and collaboration to support systems coordination and integration
- Lift up local experience: lead with the expertise of local agencies and community organizations addressing homelessness and housing insecurity

## 3. Scope of Work

The Joint Office of Homeless Services (JOHS) has approximately \$7 Million available in ongoing Metro Supportive Housing Services (SHS) to fund expansion of project-based and tenant-based Permanent Supportive Housing (PSH). This money is earmarked for rent assistance and support services for up to 200 households who earn at or below 30% of Area Median Income, are experiencing or at imminent risk of long-term, literal homelessness, and that include a Head of Household with a disabling condition (See Definitions in Section 6 of this NOFA).



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The JOHS expects to fund multiple new or expansion PSH projects to create approximately 170 new PSH opportunities in Multnomah County through this NOFA. Our goal is to create approximately 50 new PSH apartments for families with children and 120 new PSH apartments for adult-only households. Outside of this NOFA, the JOHS is working with the Homeless Youth Continuum and Home Forward to create at least 30 new PSH apartments for youth exiting the foster care system. Within these parameters, JOHS also has additional population funding priorities shown below.

#### Additional funding priorities

- **Expand pool of PSH providers funded by the JOHS:** Over the past several years, a large number of organizations have newly qualified to contract with the Joint Office to provide Supportive Housing (see Appendix D for the list of JOHS Qualified Vendors). Many of these newly qualified vendors are not yet funded by the Joint Office to provide PSH programming. The Joint Office hopes to expand the number of qualified vendors funded to do this work through this NOFA.
- **Expand culturally -specific PSH for Black and Indigenous communities and other communities of color:** Black and African American, Native American and Alaska Native, and Native Hawaiian and Pacific Islander communities continue to be dramatically overrepresented within the population experiencing long-term, literal homelessness. We also see a significant need for PSH among Latine communities. A critical priority of this NOFA is to fund projects focused on serving these and other communities of color with an emphasis on expanding culturally specific services.
- **Expand PSH focused on serving older adults (ages 50+):** Older adults are one of the fastest growing segments of the population experiencing homelessness. While most PSH programming serves older adults, there is a critical need to expand PSH that is intentionally designed for this population.

Additional funding considerations for project-based proposals: The JOHS will prioritize project-based PSH projects that include studios, 1 Bedrooms and larger sized apartments over projects that include Single Room Occupancy (SRO) PSH apartments. There are a large number of SRO PSH apartments already in the system, and there are significant limitations to the ability of SROs to meet the needs of PSH households. The JOHS will also prioritize project-based PSH projects that include ADA accessible units.



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### Eligible Project Types

*Tenant-based PSH* Supportive Housing service providers will provide all housing search, placement, retention and supportive services necessary for PSH households to find and retain apartments in the rental market. Home Forward will administer the RLRA rent payments to landlords or owners.

*Project-based RLRA PSH* Supportive Housing service providers will provide all necessary PSH, placement, retention and supportive services. Through a contract with Home Forward for RLRA, Building Owners/Property Management will designate a number of apartments within a building for Permanent Supportive Housing and adopt low-barrier screening criteria for PSH apartments aligned with Housing First principles. Designated PSH units of a specific size (e.g. studios) may float among all units of that type. Initial Project-based RLRA contract rents will align with current rents for existing rent restricted apartments (i.e. LIHTC units). Initial Project-based RLRA contract rents for non-rent restricted apartments will be between 60% and 80% of AMI. Project-based RLRA rents will receive annual 3% increases.

*Project-based PSH (apartments NOT requiring RLRA rent subsidies)* Owners of existing subsidized apartments (i.e. Project Based Voucher, Public Housing, Project Based Section 8) may partner with supportive service providers to implement new PSH programming through the adoption of new waitlist preferences. The service provider will provide all necessary PSH, placement, retention and supportive services. Building Owners/Property Management will designate apartments within a building for Supportive Housing utilizing new waitlist preferences for subsidized apartments and will adopt low-barrier screening criteria for PSH apartments aligned with Housing First principles. Designated PSH units of a specific size (e.g. studios) may float among all units of that type.

*Agency-leased PSH* Supportive Housing service providers will lease apartments from the owner, provide property management services directly or through a third party, and provide all necessary PSH, placement, retention and supportive services.

### Available Resources

- Up to \$15,000 per PSH apartment/household per year for supportive services (staffing and client assistance). Culturally specific projects, projects serving families with children, and project-based PSH projects where 25% or more of the



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apartments in a building will operate as PSH are eligible for up to \$17,500 per PSH apartment/household per year.

- Up to 170 Regional Long-term Rent Assistance (RLRA) “vouchers” administered by Home Forward.
- The regional Risk Mitigation Program (RMP), modeled after Portland Housing Bureau’s RMP and administered by the Housing Development Center, will be available to owners and landlords for PSH apartments funded through this NOFA. The RMP provides support by reimbursing owners and landlords for some financial losses, beyond those typical of rental housing, associated with operating PSH apartments.

## Timeline

- NOFA release **Monday, September 30, 2024**
- Optional information session: **Monday, October 7, 1 pm - 2:30 pm**
- Optional office hours: October 1- December 5, by appointment with Kristina Goodman
- Responses Due **Thursday, October 31, 2024**
- Funding awarded: the JOHS expects to notify applicants about funding awards by **Friday, December 6, 2024**

## 4. Investment requirements for all PSH projects:

- All direct recipients of service funding must be JOHS qualified vendors of Supportive Housing services, as listed in Appendix D. Non-qualified vendors that are partnered with a qualified vendor can be funded through subcontracts.
- Funds must be used to create new PSH capacity and cannot be used to increase budgets for existing PSH apartments. Project-based apartments that are designated as PSH in a regulatory agreement, but are not funded by the JOHS or another funder to provide PSH services, may apply for funding through this NOFA.
- Projects led by providers that are currently funded by the Joint Office to provide PSH services should be prepared to begin the contracting process in January 2025, and begin implementing programming by April 2025. We expect awarded service providers that are new to contracting with the Joint Office and/or new to delivering PSH services to take longer—these projects should be prepared to begin implementing programming in July 2025.
- Projects that include multiple service providers partnering to serve PSH tenants are encouraged. All partnership projects must include a point of contact for each



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listed partner. A letter of support or endorsement from partner organizations is required at point of award, but does not need to be included with the application. Partnerships between providers, particularly between large, dominant-culture providers and small, culturally-specific providers, should build power, not exploit. If the proposal includes subcontracting or partnering with small and/or culturally specific providers, the application must demonstrate that these partners played a leadership role in determining the budget and overall direction of the project. The small and/or culturally-specific providers can define what leadership means in these partnerships, and the JOHS will look to the letter of endorsement to confirm that this criteria is met.

- The project must adhere to the PSH Guidelines detailed in Appendix E. This must include a plan to operate in alignment with housing first, low barrier, assertive engagement and racial and social justice principles; and provide culturally responsive and/or culturally specific services.
- The project must have a staffing plan that allows for a PSH-level of service to be delivered to all PSH participants. A typical PSH caseload size is 1FTE to 15-20 households.
- The project must include a client assistance budget to support PSH participants with housing placement and retention. Client assistance is used to support households in paying for things like application fees, security deposits, moving costs, furniture, etc.
- All PSH referrals will come through Multnomah County's Coordinated Access System, defined in Section 6 of this NOFA. This system is ever-evolving to more intentionally and equitably serve communities most impacted by homelessness. JOHS Coordinated Access staff will work with projects to ensure equitable access for their target population(s).
- The project must have written exit, exclusion and (in the case of project-based or agency-leased PSH) eviction policies that appropriately protect the interests of tenants by 1) applying a trauma-informed and equity lens to evaluating rule violations; 2) imposing sanctions short of exit or eviction wherever reasonably possible; 3) informing participants in clear terms of the reason for their exit, exclusion and/or eviction; and 4) outlining the process for appealing or grieving the decision. Except in extreme situations, exit, exclusion and eviction policies should allow for re-entry into programming under appropriate conditions. The project must submit the exit, exclusion and eviction policies to the JOHS for



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review and approval (does not need to be included in the application, but will need to be approved before funding can flow to the project).

- See Appendix H: JOHS Sample Contract to review additional requirements for all JOHS contractors (subject to change).

Additional funding requirements for project-based PSH projects:

- The JOHS expects most or all project-based PSH apartments funded through this NOFA to be designated within existing affordable housing buildings as apartments turnover. New buildings can also apply if they will be online and ready to begin taking PSH referrals by or before June 30, 2025.
- The owner and property manager must operate the PSH apartments in compliance with the Housing First approach and implement low-barrier tenant screening and occupancy policies. PSH apartments must be made available to households with adverse credit, rental and legal histories who have extremely low incomes. The Tenant Selection Plan must have a clearly articulated process for individualized assessment for households denied based on screening criteria related to credit, rental or legal history; as well as a clearly articulated Reasonable Accommodation process. The Owner must submit the Tenant Selection Plan to the JOHS for review and approval (does not need to be included in the application, but will need to be approved before funding can flow to the project and the PSH referral process can begin).
- Occupancy policies must not require being clean and sober upon admission to maintain housing.
- The Owner and Property Manager must operate the PSH apartments as low-barrier housing for people with significant disabilities including severe and persistent mental illness. This includes early, consistent intervention with tenants who are out of compliance with their lease or are exhibiting behaviors that could later impact their lease, and making all efforts to avoid escalating problems that lead to evictions. The Owner, Property Manager and Service Provider will put structures and supports in place to avoid eviction of PSH tenants whenever reasonably possible.
- The Owner must coordinate with existing funders of the project on any updates and/or revisions to financing and regulatory agreement documents needed for the property.

## 5. Required Submittal



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Submit a complete 2024 PSHNOFA Application (Appendix A) and JOHS PSHNOFA Budget Template (Appendix B) to Adam Yang at [adam.yang@multco.us](mailto:adam.yang@multco.us) by Thursday, October 31, 2024 no later than 11:59 PM.

## 6. Selection Process and Evaluation Criteria

The selection process will include the following steps:

1. Threshold Review
2. Review and Ranking by Evaluation Committee (see Appendix C Scoring Rubric)
3. Decision by JOHS Executive Director

### Threshold review

JOHS staff will review applications for meeting minimum threshold requirements. Staff from the Portland Housing Bureau will review project-based PSH applications and, if applicable, provide feedback to the JOHS based on knowledge of the property.

The threshold review will examine:

- Completion of application
- Maximum Support Service funding per PSH Apartment
- Adherence to Investment Requirements outlined in Section 4 of this NOFA
- Project-based Proposals Only: project information from Portland Housing Bureau if applicable

### Review and Ranking by Evaluation Committee

Proposals meeting the minimum threshold requirements will be reviewed and evaluated by a diverse Evaluation Committee of JOHS and community partner staff.

Proposals will be evaluated and given a score of up to 37 points (or 40 points for project-based proposals). See Appendix C Scoring Rubric.

The panel will make funding recommendations to JOHS leadership. Proposals receiving higher rankings will have a greater likelihood, though are not guaranteed, for being recommended for a funding award. Proposals will generally be recommended based on score, alignment with funding priorities and to meet JOHS goals to create 50 new PSH apartments for families with children and 120 new PSH apartments for adult-only households.

### Decision by JOHS Director





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Once the Evaluation Committee recommendations are completed, Joint Office staff will synthesize the recommendations and other information and make a recommendation to the JOHS Director, who will make final decisions.

## 7. Definitions

**Coordinated Access:** Coordinated Access (CA) coordinates efforts across providers to ensure that households have access to housing and services across systems, and includes street, project-based, and telephonic outreach and engagement, coordinated access assessment, resource navigation and referral, documentation collection, barrier mitigation, coordinated access waitlist management, and flexible client assistance to support the rapid transition of people prioritized through coordinated access to available housing resources. There are distinct CA processes in place for adult households unaccompanied by children, families with children, youth, survivors of domestic violence, and veterans. The Joint Office of Homeless Services is working to integrate these processes for households referred into PSH projects.

**Culturally Responsive and Culturally Specific Services:** All Suppliers of supportive housing services will be expected to deliver those services in a culturally responsive and/or culturally specific manner, as those terms have been defined through a collaborative county-wide work group, led by the Multnomah County Chief Operating Officer and the Director of the Office of Diversity and Equity. These definitions realize the county's stated belief that culturally responsive and culturally specific services eliminate structural barriers and provide a sense of safety and belonging which will lead to better outcomes. You can find these definitions in Multnomah County's guide to [Contracting and Procurement for Culturally Specific and Responsive Services](#)

**Homeless Information Management System (HMIS) :** A local information technology system used to collect client-level data and data on the provision of housing and services to individuals and families experiencing homelessness and persons at risk of homelessness.

**Housing First and Low Barrier:** Supportive housing services should be designed to support the community's commitment to Housing First. Housing First is an evidence based practice that quickly and successfully connects households experiencing homelessness to permanent housing without preconditions and barriers to entry. Housing First recognizes



that with the right supports, everyone is “ready” to return to permanent housing as soon as a suitable apartment becomes available. Therefore, absent very specific programmatic justifications (for example, recovery housing models), services should be designed to expedite and not delay a participant’s return to permanent housing. Following this approach, the utilization of services are participant-led and modified to meet the unique needs of each participant.

**Long-term, literal homelessness:** Literal homelessness can include staying in a tent, car, emergency shelter, transitional housing, hotel, or an institution (e.g. hospital, jail) where the individual has resided for 90 days or less and they resided in a previously listed location directly beforehand. Long-term means a year or more consecutively or 12 or more months over the past 3 years.

**Imminent risk of long -term, literal homelessness:** This can include circumstances that provide clear evidence that a household who is experiencing literal homelessness will not be able to end their homelessness without Permanent Supportive Housing, including but not limited to households who have experienced long-term or frequent episodes of homelessness and who have been in an institution for longer than 90 days.

**Permanent Supportive Housing (PSH):** PSH is deeply affordable permanent housing with voluntary supportive services to assist persons exiting homelessness who have a significant disabling condition(s) to live independently. Supportive services are designed to meet the needs of participants and must be offered for the entire duration of program participation. PSH may be single site, scattered site, or clustered, and can be integrated with market -rate apartments and affordable apartments.

**Project-based PSH:** PSH rent assistance and services are tied to a designated number of units in a building or development. For example, an affordable housing development could designate six 1-bedroom apartments within the building as PSH. Services are generally offered onsite at the building. If a PSH tenant moves out of their apartment, the rent assistance and services do not travel with them. In the example above, the six 1-bedroom apartments designated as PSH can float among all 1-bedroom units in the building.

**Tenant-based PSH:** PSH rent assistance and services are mobile and move with the participant. The PSH services provider supports the PSH participant to find and secure an apartment in the private market. If a PSH tenant moves out of the



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apartment and remains eligible for the PSH program, the rent assistance and services can travel with them.

**Regional Long-Term Rent Assistance (RLRA):** A program that provides a regional framework for the administration of long term rent assistance to ensure consistency for landlords, service providers and participants, while also allowing counties to independently implement the program based on local priorities.

## 8. Appendices

- Appendix A: 2024 PSH NOFA Application (Fillable Form)*all applicants must submit a completed application form*
- Appendix B: 2024 PSH NOFA Budget Template (Excel Doc)*all applicants must submit a completed budget template*
- Appendix C: 2024 PSH NOFA Scoring Rubric
- Appendix D: List of JOHS Qualified Vendors of Supportive Housing
- Appendix E: PSH Guidelines
- Appendix F: PSH Eligibility Checklist
- Appendix G: Regional Longterm Rent Assistance (RLRA) Policies
- Appendix H: Sample JOHS Contract (subject to change)