

2018
Annual
Report

Homeless Housing and Assistance Program for Yakima County



Yakima Valley Conference
of Governments

**HOMELESS HOUSING AND ASSISTANCE PROGRAM
FOR YAKIMA COUNTY
Yakima Valley Conference of Governments
Annual Report – Issued September 2018** (Rev. 09-11-2018)

For over 50 years, the Yakima Valley Conference of Governments (YVCOG) has administered regional programs funded with State, Federal and Local dollars. The Washington State Auditor and its funders have found YVCOG competent, transparent and compliant as Program Administrator, receiving no findings to date.

In 2014, the Yakima County Commissioners approached YVCOG requesting they administer the Homeless Housing and Assistance Program based on YVCOG’s broad representation of all 14 Cities and the County. The General Membership of Yakima Valley Conference of Governments voted unanimously to adopt the Homeless Program. Following that decision, the Yakima Board of County Commissioners authorized YVCOG to manage the Homeless and Housing Assistance Program local funds through an Interlocal Agreement as a vendor. Yakima County remains the legislative authority over the local funds. YVCOG’s Executive Committee has the legislative authority over state funds.

The YVCOG Executive Committee consists of Elected Officials from 6 cities, the county and 1 ad hoc position. The Executive Committee adopted the “*Housing First 2017-2021 Yakima County 5-Year Homeless Plan*” in December 2016. This plan identifies 12 goals for making homelessness *Brief and Rare and* serves as a tool to allocate funding.



In its capacity as the program administrator, YVCOG acts as a pass-through agency for State and Local Homeless Funds. Through YVCOG's competitive procurement process, projects that align with the goals as outlined in the 5-Year Plan can apply to receive funding. The Annual Report gives detailed information of this process (*see page 3*). YVCOG then issues sub-contracts to local service providers to deliver those essential services to the homeless population.

FUNDING ADMINISTERED BY YVCOG

STATE: State funding comes from **Consolidated Homeless Grants (CHG)** issued by the Department of Commerce directly to the Yakima Valley Conference of Governments. As the recognized lead entity, YVCOG has the ultimate authority and responsibility for compliance of required activities, monitoring spending, competitive procurement, allowable expenditures, and abiding by [Chapter RCW 43.185c](#) Homeless Housing and Assistance.

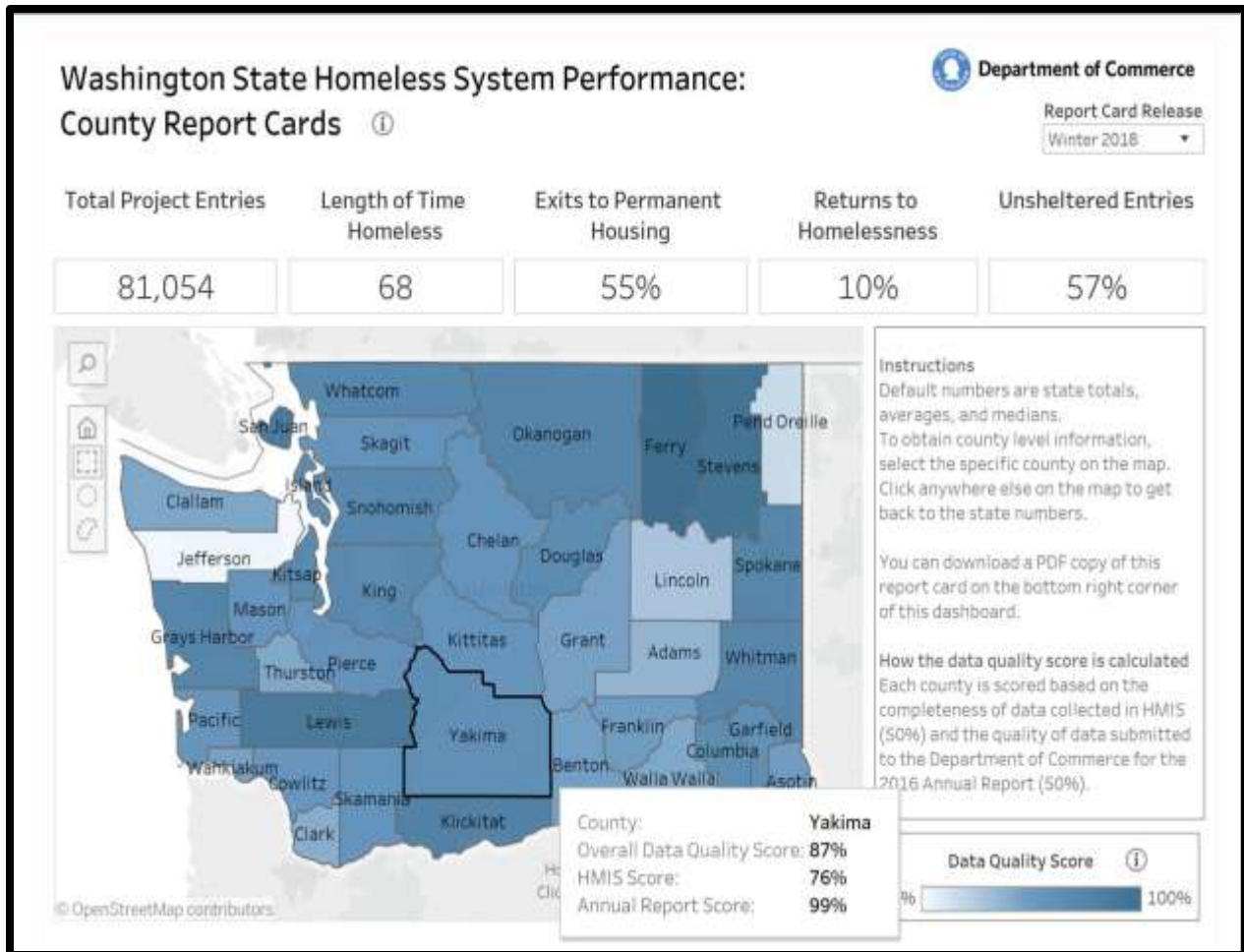
LOCAL: The Yakima County Auditor's Office collects the Local funding, otherwise known as **2163 Local Filing Fees**. This is a percentage of local recording fees on the sale or refinance of property/real estate. The Auditor's office withholds \$62 per recording fee and processes it as dictated by [HB1570](#) passed in Legislature on March 25, 2018. The Yakima County Treasurer's Office deposits these fees into the Homeless Housing and Assistance Fund. As the legal legislative authority, the Yakima County Commissioners hold the ultimate authority and responsibility for these local funds.

PROGRAM OVERSIGHT

The Department of Commerce audits YVCOG program compliance annually. Most recently audited in February 2018, YVCOG received one discrepancy on HMIS data timeliness. This was due to complete staff turnover at YWCA and a data entry lag. YVCOG staff immediately worked with YWCA to fix the issue and received a close-out letter from the Department of Commerce acknowledging satisfaction the issue had resolved. YVCOG now runs weekly HMIS data timeliness reports to ensure ALL agencies are up to date on reporting activities. YVCOG received overall positive feedback from the CHG Program Manager for this audit and awarded no findings requiring corrective actions. The program compliance audit included review of subgrantee monitoring, review of financial records, and review of HMIS data entry requirements per the *Guidelines for the Consolidated Homeless Grant*.

YVCOG reports all Yakima County expenditures in an Annual Report to the Department of Commerce. This all-inclusive report gives information on all homeless service providers' expenses and not limited to funds passed through YVCOG. Per the *Washington State Homeless System Performance: Report Card – Winter 2018*, Yakima County scored:

- 87% for overall data quality (average)
- 76% for HMIS data entry: service providers (slightly below average)
- 99% for Annual Reporting: program administrator - YVCOG (3rd highest in the State).



The State Auditor’s Office also regularly audits YVCOG. The last financial audit occurred in July 2016. Ann Strand, Audit Manager for the State Auditor’s Office, also reviewed YVCOG’s procurement process in August 2017 and found to have no concerns.

PROCESS FOR AWARDING FUNDS

YVCOG issues funding through a competitive Request for Proposal (RFP) Process. Request for Proposals must align with the goals found in the *Housing First – Yakima County’s Local 5-Year Homeless Plan*.

YVCOG 2018-2020 CONSOLIDATED FUNDING - REQUEST FOR PROPOSAL (RFP)

The planning process for the new 2-year contract cycle **July 1, 2018 – June 30, 2020** began in January 2018. On January 30, 2018, YVCOG hosted an open public workshop with the assistance of mediator Matt Fairbank of Sageland Mediations. The first session intended to identify new funding priorities to address goals of the 5-Year Plan. The workshop identified no new priorities. The Homeless Planning and Policy Council therefore recommended adopting

the priorities of the previous year contract awards. The second session intended to open for public comments to improve the RFP process.

The YVCOG *2018-2020 RFP for Homeless Housing and Services* opened to applicants from March 15, 2018 through April 9, 2018. The RFP advertisement ran for three days in the Yakima Herald Newspaper, the Daily Sun News, and on the YVCOG website at www.yvcog.org.

The RFP utilized *ZoomGrants*, an online grant management system. All applicants submitted applications and supporting documents via private *ZoomGrant* accounts. Applicants received the RFP Guidelines detailing the entire process. RFP Guidelines outlined the following:

- Eligible applicants.
- Detailed instructions for application process.
- Priorities for project funding.
- Scoring criteria for award selection.
- Timeline for application, award, and appeal deadlines.
- Terms and conditions of funding.
- Appeal process.
- Reporting requirements, if awarded.

YVCOG conducted a Pre-Application Workshop to answer applicant questions and published an FAQ page on the website. After the online application closed April 9, 2018, YVCOG staff assessed all 24 applications for minimum threshold requirements. The Scoring Committee received qualifying applications via the *ZoomGrants* Scoring Module.


RFP SCORING

The scoring committee consisted of 6 neutral members of the community - 3 elected officials, 1 City Staff person, and 2 subject matter experts. YVCOG used information from a signed Conflict of Interest Statement and personal interviews to determine eligibility to serve on the Scoring Committee without bias.

1. Wayne Hawver – Naches City Council
2. Pat Krueger – Harrah City Council
3. Clara Jimenez – Toppenish Mayor
4. Arlene Fisher – Union Gap City Manager
5. Jayson Harmon – Blue Mountain Action Council (Veteran Homelessness)
6. David Wells – Union Gospel Mission

Prior to scoring applications, the scoring committee participated in a workshop to train the scorers on the *ZoomGrants* software, utilization of the scoring matrix tool, and to discuss scoring expectations. All scorers signed a *Statement of Acknowledgement* that they received

the detailed RFP Scoring Guidelines, understood the scoring process and had the necessary materials to successfully score the submitted proposals.



HHAFF & CHG PROGRAM RFP SCORING WORKSHEET

APPLICATION: _____ **Date:** _____

DIRECTIONS: The RFP Question column refers to the Narrative Responses in RFP Application section.

Score:
 0: Did not meet criteria 2: Meet criteria
 1: Minimally met criteria 3: Exceeded criteria

Weight:
 3 = HIGH-Requirement for funding
 2 = MEDIUM- desired requirement for funding
 1 = LOW-preferred requirement for funding

RFP Question	Criteria	Criteria Elements	Score	Weight	Total
1	Project Summary	Applicant is qualified to provide homeless services as described in application. Application addresses an eligible project type identified on page 6 of the <i>RFP Guidelines</i> . Ideally, application addresses an activity that is currently underserved or not being addressed, or, application addresses more than one eligible activity.		3	
2	Target Population	Application addresses target populations currently listed as priorities in Yakima County 5-Year Homeless Plan.		3	
4	Project Location	Project will benefit county beneficiaries. <i>The purpose of YVCOG administering this program, is to ensure that people living in the both the rural and urban areas of Yakima County receive access to these funds.</i>		1	
General	Guiding Principles	Application furthers guiding principles of the Yakima County 5-Year Homeless Plan and Washington State Homeless Housing Strategic.		2	
5-8	Goals, strategies, effect on need, impact on populations.	Application addresses goal(s) and/or strategy(s) in the Yakima County 5-Year Homeless Plan. This application will have a positive effect on priority needs and have an impact on the population it intends to serve.		3	
9-22	Description, management, outcomes.	Project, as described, has outcomes that are realistic, attainable, and of which will provide values, goals, or outcomes in line with the outcomes desired in the Yakima County Report Card.		2	
23-24	Agency Capacity	Does this applicant have experience serving the homeless population in Yakima County? Does this agency partner with other agencies? If applicant hasn't been a subrecipient/subgrantee, does this applicant have the capacity to perform the activity as described in application.		1	
Budget tab & narrative	Budget, Cost Information, Revenue Summary	Budget is reasonable. Cost information, per successful activity exit, conforms to benchmarks provided by Commerce Department. Activity leverages other resources.		2	
TOTAL MAXIMUM SCORE/ACTUAL SCORE					

Scorer: _____ Date: _____

The scoring committee independently scored each application and returned the scores along with comments to YVCOG staff on April 30, 2018.

2018-2020 CONSOLIDATED RFP - INDIVIDUAL SCORING COMMITTEE SCORES

ATTACHMENT B

Organization Name / Application Title	Requested Amount	Scorer 2	Scorer 7	Scorer 5	Scorer 6	Scorer 4	Scorer 1	Total Score before taking out high/low	Total Score after taking out high/low
Catholic Charities of the Diocese of Yakima / Young Adult Housing Program- Rental Assistance (RA)	USD130,000.00	22	34	38	39	36	51	36.67	36.75
Catholic Charities of the Diocese of Yakima / Young Adult Housing Program- TANF Client Rental Assistance	USD50,000.00	23	32	38	35	37	51	36.00	35.5
Entrust Community Services / Homeless Opportunities, Peer-mentoring and Engagement (H.O.P.E.) program.	USD30,000.00	38	22	31	42	48	49	38.33	39.75
Generating Hope / Noah's Ark Homeless Shelter	USD150,000.00	35	37	33	40	41	43	38.17	38.25
Justice Housing Yakima / Cottage Hill Tiny Homes Development	USD75,000.00	17	19	22	32	0	49	23.17	22.5
Lower Valley Crisis and Support Services / DV Emergency Shelter	USD46,665.00	26	38	40	36	41	51	38.67	38.75
Rod's House / Capital Improvement: Youth Shelter & Housing	USD250,000.00	47	37	41	41	40	51	42.83	42.25
Rod's House / Outreach	USD30,000.00	38	40	49	44	48	51	45.00	45.25
Rod's House / Resource Center	USD125,000.00	50	43	44	40	49	49	45.83	46.25
Rod's House / Youth/Young Adult Coordinated	USD10,000.00	47	37	48	46	41	47	44.33	45.25
Sacred Messengers DBA Transform Yakima Together / Homeless Outreach Team (HOT) - Street Outreach	USD30,000.00	44	28	40	33	46	51	40.33	40.75
Yakima Neighborhood Health Services / Yakima Neighborhood Health Services - HEN	USD1,273,728.00	20	35	47	43	42	49	39.33	41.75
Yakima Neighborhood Health Services / Yakima Neighborhood Health Services Coordinated Entry	USD72,000.00	23	41	40	33	35	51	37.17	37.25
Yakima Neighborhood Health Services / Yakima Neighborhood Health Services / YNHS	USD153,872.00	22	33	43	40	46	51	39.17	40.5
Yakima Neighborhood Health Services / YNHS Capital Improvement the Community Services Resource Center	USD300,000.00	23	34	37	41	44	51	38.33	39
Yakima Neighborhood Health Services / YNHS Extreme Winter Weather Hotel/Motel Vouchers	USD128,175.00	34	34	37	37	41	51	39.00	37.25

Yakima Neighborhood Health Services / YNHS Rapid Rehousing and Rental Assistance	USD262,486.00	32	40	47	43	41	51	42.33	42.75
Yakima Valley Farm Workers Clinic DBA Northwest Community Action Center / Coordinated Entry	USD14,000.00	47	31	34	46	34	44	39.33	39.5
Community Action Center / HEN Rapid Rehousing	USD400,000.00	45	38	45	41	40	51	43.00	42.75
Yakima Valley Farm Workers Clinic DBA Northwest Community Action Center / Winter weather Hotel/Motel Vouchers	USD60,000.00	50	32	37	37	40	51	41.17	41
Yakima Valley Farm Workers Clinic DBA Northwest Community Action Center / YVFWC-NCAC -Rapid Rehousing	USD395,644.00	43	42	45	38	45	51	44	43.75
Yakima Valley Farm Workers Clinic DBA Northwest Community Action Center / YVFWC-NCAC TANF Rapid Rehousing	USD50,000.00	46	41	45	39	38	51	43.33	42.75
YWCA of Yakima / YWCA Yakima Emergency Shelter/Housing	USD100,000.00	38	33	39	38	51	51	41.67	41.5
Total Requested	USD4,136,570.00								

* Note: Scorer 3 did not return scoring; therefore committee consisted of 6 scorers.

Staff ranked the projects by highest scores in each category. The scoring committee then met for a final discussion of the scoring and ranking. Applicants received notification of anticipated awards on May 4, 2018.

The appeal period ran May 4, 2018 through May 10, 2018. RFP Guidelines gave Instructions on how to appeal. Eligible appeals included:

- 1) *aggravement with **scoring** of an application*
- 2) *a perceived **broken process**.*

No appeal met either of these criteria. One appeal received asked to consider additional information that the agency had failed to include in their original application. The Executive Committee voted this appeal ineligible.

On May 21, 2018, YVCOG Executive Committee received information on the outcomes of the RFP process, participation by the Scoring Committee, scoring results, and recommendations for project selection and funding awards. The YVCOG website publishes all awards.

2018 RFP - AVAILABLE PROJECT AWARDS: 2-YEAR CONTRACT AMOUNTS

ATTACHMENT A

Project	Project Detail	Requested Amount	2163	CHG Base	HEN	TANF	Awarded	Total Score before taking out high/low	Total Score after taking out high/low
Coordinated Entry									
1	Adult	\$72,000.00		\$60,000			YNHS	37.14	37.25
2	Adult	\$14,000.00		\$14,000			NCAC	39.33	39.50
3	Young Adult (18-24)	\$10,000.00		\$10,000			Rod's House	42.83	45.25
TANF (For-Profit)									
1	Serve TANF Eligible	\$50,000.00				\$50,000	NCAC	43.33	42.75
2	Serve TANF Eligible	\$50,000.00				\$50,000	CCF	36.00	35.50
RRH/RA (For Profit - Awards equal 40% of overall CHG/TANF BUDGET)									
1	Adult	\$395,644.00		\$245,000			NCAC	44.00	43.75
2	Adult	\$300,000.00		\$200,000			YNHS	42.33	42.75
3	Young Adult (18-24)	\$130,000.00		\$130,000			CCF	36.67	36.75
HEN									
1	Serve HEN Certified	\$1,273,728.00			\$900,000		YNHS	39.33	41.75
2	Serve HEN Certified	\$400,000.00			\$400,000		NCAC	43.00	42.75
Shelter									
1	24-hour low barrier shelter - City of Yakima		\$950,000				N/A		
2	DV - Upper Valley	\$126,670.00		\$126,670			YWCA	41.67	41.50
3	DV - Lower Valley	\$93,330.00		\$93,330			LVCS	38.67	38.75
4	Youth & Young Adult	\$125,000.00	\$125,000				Rod's House	45.83	46.25
5	Overnight - Lower Valley	\$150,000.00	\$75,000				GH/NA	38.17	38.25
6	Hotel/Motel Vouchers - All County	\$128,175.00	\$100,000				YNHS	39.00	37.25
7	Hotel/Motel Vouchers - All County	\$60,000.00	\$60,000				NCAC	41.17	41.00
Outreach Services Only									
1 *	All County	\$30,000.00	\$30,000				Rod's House	45.00	45.25
2 *	All County	\$30,000.00	\$30,000				TYT	40.33	40.75
	no award	\$153,872.00	\$0				YNHS	39.17	40.50
	no award	\$30,000.00	\$0				Entrust	38.33	39.75
Capital									
1 *	All County	\$250,000.00	\$250,000				Rod's House	42.83	42.25
	no award	\$300,000.00	\$0				YNHS	38.33	39.00
	no award	\$75,000.00	\$0				Justice Housing	23.17	22.50

*Amount of award is contingent on increase of 2163 funds per Legislative Bill 1570

On June 18, 2018, the YVCOG Executive Committee approved 2-year contract periods, with 1st year contract funding for 16 contracts in the amount of **\$1,319,500**. The Executive Committee awarded three additional contracts in the amount of **\$155,000** at the July 16, 2018 meeting, contingent on receiving additional anticipated funding through the passing of **House Bill 1570**. At the end of Year 1, assuming available funding and contract compliance with sufficient program performance, contracts will be amended to include the 2nd year funding (7/1/19 - 6/30/2020).

YVCOG received no eligible applications for the 2018-2020 RFP project category of “24-hour low barrier shelter – City of Yakima”. The YVCOG Executive Committee approved a Sole Source contract to Transform Yakima Together in the amount of **\$450,000** to manage the temporary

shelter for up to 120 individuals per night, including families and pets, on city-owned property. The YVCOG website has all Sole Source documentation.

ATTACHMENT C



**YAKIMA VALLEY
CONFERENCE OF GOVERNMENTS**

311 North 4th Street, Suite 204 • Yakima, Washington 98901
509-574-1550 • FAX 574-1551
website: www.yvcog.org

Agency Name: Transform Yakima Together
Contract #: TYT Camp Hope 2018-2020
Date: June 1, 2018

SOLE SOURCE JUSTIFICATION

1. What are you purchasing? 24 Hour Low-Barrier Emergency Shelter Operations
2. Is this product / service available only through one vendor? YES NO
 - a. If yes, attach documentation that supports the process you performed to confirm
 - b. In no, explain
3. Is this a one-time purchase YES NO
 - a. If no, explain
4. What efforts were made to assure YVCOG is receiving the lowest or best price possible?

YVCOG ran a competitive Request for Proposal (RFP) for a "24 Hour Low-Barrier Shelter – City of Yakima" in the 2018-2020 Homeless Housing and Assistance RFP that was open to public bidding from March 15, 2018 through April 9, 2018. There were no eligible applicants.

5. Are FEDERAL funds being used? YES NO

IF FEDERAL FUNDS ARE BEING USED, A COST PRICE ANALYSIS PRIOR TO REQUESTING SOLE SOURCE MUST BE ATTACHED

MEMBER JURISDICTIONS

Grandview • Granger • Harrah • Mabton • Moxee • Naches • Selah
Sunnyside • Tieton • Toppenish • Union Gap • Wapato • Yakima • Yakima County • Zillah

Below are eligible reasons for sole source. Check all boxes that apply to your situation and attach any useful documents to justify the sole source.

6. **Compatibility** to existing YVCOG standard or to existing equipment, inventory, systems, data, programs or service. Describe. List efforts to find other sources (attach documentation, e.g. Internet screenshots, etc.)

Transform Yakima Together has continued to manage a 24-hour low barrier shelter services project, in the form of a managed tent encampment through summer of 2017 and then indoors November 2017-March 2018.

Contracting for July 1, 2018 – June 30, 2020 would be a continuation of **Existing Services**.

7. **Patented product.** Attach documentation to confirm propriety (patent letter, etc)
8. **Only authorized Service Provider, Repair and/or Warranty Services.**
Attach proof in writing from the MANUFACTURER (not the vendor).
a. Is written certification attached? YES NO
9. **Delivery Date.** Only one supplier/contractor can meet required delivery date: Describe why the delivery date is critical and list efforts to find other suppliers/contractors to meet the delivery date.

Critical Delivery Date: As of July 1, 2018, Yakima County will have no Low-Barrier shelter options in the Yakima Metro area if a timely contract is not awarded. Transform Yakima Together currently has a lease with the City of Yakima to allow for use of property as a "Temporary Shelter Encampment".

10. **Special Market conditions:** Can be used to purchase items at auction (RCW 39.30.045) or other items that are offered at a very favorable price and will be sold before the entity will have a chance to complete the bidding process or only one supplier and meet required delivery date. (describe why the delivery date is critical and lists efforts to find other supplies to meet the delivery date)

Critical Delivery Date: As of July 1, 2018, Yakima County will have no Low-Barrier shelter options in the Yakima Metro area if a timely contract is not awarded. Transform Yakima Together currently has a lease with the

City of Yakima to allow for use of property as a "Temporary Shelter Encampment".

11. **Other:** Please describe

Unique Design: Due to City ordinance, only faith-based organizations can manage temporary shelters. Transform Yakima Together is a faith-based organization.

The sole source is based upon an objective review of the good/service being acquired and appears to be in the best interest of YVCOG. YVCOG knows of no conflict of interest or personal involvement in any way with this request. No gratuities, favor or compromising action have taken place. There is no personal familiarity with specific brands, types of equipment, materials or firms been a deciding influence on the request to sole source this purchase when there are other known suppliers to exist.


Approved by Executive Director


Date



-Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below.

Please confirm placement prior to deadline, by contacting your account rep at (509) 577-7740.

Date: 05/12/18	Run Dates: 03/14/18 Yakima Herald-Republic: 03/15/18 Yakima Herald-Republic: 03/16/18 YakimaHerald.com: 03/16/18 YakimaHerald.com: 03/15/18 YakimaHerald.com: 03/16/18
Account #: 100357 Company Name: YAKIMA VALLEY CONFERENCE OF GOVT Contact: Address: 311 N 4TH STREET, SUITE 204 YAKIMA, WA 98901 Telephone: (509) 574-1559 Fax:	
Ad ID: 798621 Start: 03/14/18 Stop: 03/16/18 Total Cost: \$219.44 # of Issues: 6 Rate: \$36.57 Ad Class: 6001 Ad Class Name: Public Legal Notices Account Rep: Kylene Siver Phone #: (509) 577-7740 Email: ksiver@yakimaherald.com	

Ad Proof

REQUEST FOR INFORMATION NOTICE
Yakima Valley Conference of Governments (YVCOG) is seeking proposals for a Request for Information (RFI) for a 5-year contract for water and sewer utilities to the temporary shelter of the temporary shelter site of Yakima County. The deadline to submit proposals is 11:59 PM on 05/12/2018. Proposals will be available July 1, 2018. The RFI is available at www.zoomgrants.com (ID: 100-0000). Please note that ZoomGrants is a fee-based service. For more information, please contact ZoomGrants at 800-874-0991 or zoomgrants@zoomgrants.com.
YVCOG is an Equal Opportunity Employer. Minorities and women are encouraged to apply. To help go green, please print on recycled paper.

The Executive Committee then approved running a Request for Qualifications (RFQ) for **\$250,000** for Water and Sewer Utilities on city-owned property to be consistent with a competitive process. The advertisement ran in the Yakima Herald for one day on 7/20/2018 and the application was open in ZoomGrants from July 20th through July 30th, 2018. The YVCOG website has all RFQ Applications.

YVCOG received one application. The City of Yakima applied for **\$200,000** to extend water and sewer services to the temporary shelter - Phase I of a planned permanent shelter site. The YVCOG Executive Committee approved this award on August 20, 2018. At this time, the Executive Committee decided to award a Sole Source contract for the remaining **\$50,000** to the City of Yakima for Electrical Service Installation to the temporary shelter. The YVCOG website has all Sole Source documentation.

CURRENT CONTRACTS FOR HOMELESS SERVICES (Year-1 Funding Only: 7/1/2018 – 6/30/18)

Yakima Neighborhood Health Services:

- Coordinated Entry Services \$30,000
 - Rental Assistance/Rapid Rehousing \$100,000
 - HEN & ABD Client Rental Assistance \$450,000
 - Emergency Winter Shelter Hotel/Motel Vouchers \$50,000
- \$630,000**

Northwest Community Action Center:

- Coordinated Entry Services \$7,000
 - Rent Assistance TANF Eligible Clients \$25,000
 - HEN & ABD Client Rental Assistance \$200,000
 - Rental Assistance/Rapid Rehousing \$122,500
 - Emergency Winter Shelter Hotel/Motel Vouchers \$30,000
- \$384,500**

Rod's House (serves youth)

- Coordinated Entry Services \$5,000
 - Youth & Young Adult Drop-In Shelter \$62,500
 - Outreach Services \$15,000
 - Capital Project \$125,000
- \$207,500**

Catholic Charities Families (serves 18-24 years of age)

- Rent Assistance TANF Eligible Clients \$25,000
 - Rental Assistance/Rapid Rehousing \$65,000
- \$90,000**

Generating Hope – Noah's Ark (serves lower valley)

- Overnight Lower Valley Shelter **\$37,500**

Transform Yakima Together (City of Yakima)

- Outreach Services \$15,000
 - 24 Hour Low Barrier Temporary Shelter \$450,000 (Sole Source)
- \$465,000**

Lower Valley Crises Services

- Domestic Violence Lower Valley Shelter **\$46,665**

YWCA

- Domestic Violence Upper Valley Shelter **\$63,335**

All executed contracts can be found on the YVCOG website: www.yvcog.org

CONTRACT MANAGEMENT OVERSIGHT

YVCOG ensures subgrantee contract compliance by:

- Review every invoice submitted by agencies to ensure only allowable activities are reimbursed. Utilize a double check method to ensure accuracy.
- Perform unannounced on-site visits and documenting observations
- Perform annual on-site Subgrantee Monitoring Audits reviewing: client files for required documentation, financial records, and agency policies and procedures.
- Review monthly HMIS reports for entries, exits, and active clients. We are required to submit these HMIS reports to Department of Commerce with our A-19 Reimbursement Request.
- Review weekly HMIS data timeliness reports to ensure service providers are complying with data entry requirements.
- Provide technical assistance to agencies with questions regarding allowable activities and provide information to agencies when received from our Commerce Program Manager.
- Perform year-end contract close out procedures to ensure no contract will be over reimbursed and performance measures were met.

SUMMARY

This report will inform and educate our members and the community on:

- Available funding administered by YVCOG to service providers to care for homeless housing and assistance.
- How funding is allocated.
- Specific agencies that received funding for the current contract period.
- How much funding is available for different types of services.
- How the State monitors YVCOG to ensure program compliance.
- And, how YVCOG monitors subgrantees for contract compliance.