



Memorandum

TO: Satpal Sidhu, County Executive
FROM: Erika Lautenbach, Director
RE: Lake Whatcom Residential & Treatment Center – Leasing Specialist Contract Amendment #2
DATE: **NOVEMBER 20, 2023**

Attached is a contract amendment between Whatcom County and Lake Whatcom Residential & Treatment Center for your review and signature. This amendment provides clarification on requirements related to HUD CoC Rental Assistance, State Community Based Rental Assistance (CBRA), leasing specialist services, and sponsor support offered in administration of HUD CoC funding. This amendment also extends the contract for an additional year and updates the budget to reflect the extended contract period. The County has been providing partial financial support for the program and at the request of the Contractor in response to increasing costs, this amendment reflects an increase in funding over the previous contract period, to supplement more of the program's actual costs.

■ **Background and Purpose**

The Department of Housing and Urban Development (HUD) Continuum of Care (CoC) offers long-term rental assistance on a competitive basis for people with disabilities who have experienced homelessness. The Bellingham Whatcom County Housing Authority (BWAHA) is awarded CoC Rental Assistance through an annual competitive process, and distributes some of that funding through a partnership with Lake Whatcom Residential & Treatment Center. This CoC funding is expected to be transferred from BWAHA to Opportunity Council by HUD in 2024, upon approval by HUD. Lake Whatcom Residential and Treatment Center (LWRTC), is a DSHS and DOH licensed not-for-profit organization providing an array of residential and community mental health services to adults with severe and persistent mental illness in Whatcom County and surrounding communities. LWRTC also receives state funding, referred to as Community Behavioral Health Rental Assistance (CBRA), provided to clients on a short-term basis before LWRTC assesses eligibility to transition to long-term, CoC rental assistance. This contract provides funding for a Leasing Specialist who locates housing and assists clients and case managers with housing placements, accessing rental assistance, and leasing support, thereby promoting housing stability and retention for vulnerable individuals by connecting them with state and federal resources.

■ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$49,467 during this contract period (01/01/2024 – 12/31/2024), is provided by Mental Health Millage. These funds are included in the 2024 budget. Council authorization is required as cumulative funding for the entire contract period (01/01/2023 – 12/31/2024) exceeds \$40,000.

- **Differences from Previous Contracts**

Section	Differences
General Terms – Section 10.2 Extension	Extends contract for an additional year, through 12/31/2024
Exhibit A – Scope of Work	Provides anticipated changes in local administration of HUD CoC rental assistance; describes sponsor support; provides clarification of state CBRA rental assistance; and updates reporting requirements.
Exhibit B – Compensation	Updates the budget to reflect the extended contract period

Please contact Christopher D'Onofrio, Housing and Homeless Services Supervisor at 360-778-6049 (CDonofri@co.whatcom.wa.us) or Kathleen Roy, Financial & Administrative Manager at 360-778-6007 (KRoy@co.whatcom.wa.us), if you have any questions.