



Memorandum

TO: Satpal Sidhu, County Executive

FROM: Erika Lautenbach, Director

RE: Opportunity Council – Housing Case Management Contract Amendment #10

DATE: **NOVEMBER 21, 2023**

Attached is a contract amendment between Whatcom County and Opportunity Council for your review and signature. This amendment extends the contract for an additional year and updates the budget to reflect the extended contract period.

▪ **Background and Purpose**

Housing Case Managers provide assistance to households to access housing, prevent housing loss, improve housing stability and reduce homelessness through joint efforts between the Whatcom Homeless Service Center (WHSC) and the Community Services Division of the Opportunity Council (OC). The WHSC serves as the fiscal hub for Whatcom County’s rental assistance programs. When local agencies, including the OC’s Community Services Division (the OC’s Case Management Department), connect clients with a program that uses rental assistance, they coordinate with the WHSC to print rental assistance checks and mail them directly to landlords. Having a single payer of rental assistance ensures that landlords are not collecting rent checks from more than one agency.

This contract provides funding for expanded case management, eviction prevention services, and supportive services to the OC’s Community Services Division clients who are experiencing or at risk of experiencing homelessness, or who are newly housed, in order to improve housing stability and reduce homelessness in Whatcom County.

▪ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$972,308 during this current contract period (01/01/2024 – 12/31/2024), is provided by local document recording fees, the Veterans Assistance Fund, the Washington State Department of Commerce Emergency Housing Fund (ALN 21.027) and the Washington State Department of Commerce Consolidated Homeless Grant. These funds are included in the 2024 budget. Council authorization is required as this amendment increases funding by more than 10% of the amount last authorized by Council on 05/09/2023.

▪ **Differences from Previous Contracts**

Section	Differences
Scope of Work	Removes references to the Emergency Solutions Grant (ESG) which does not fund this contract period; makes changes in reporting outcomes; and provides a new link to access the quarterly reporting template.
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.