

ORS 190 ENTITY, MID-WILLAMETTE VALLEY HOMELESS ALLIANCE GRANT POLICY

The ORS 190 Entity supports the Mid-Willamette Valley Homeless Alliance (“Alliance”) in accomplishing duties outlined in the Alliance governance charter. The Alliance has undertaken significant responsibilities to prevent and end homelessness. Multiple committees meet each month to move the work forward. The board and committees require staff support to engage stakeholders to align services, improve and expand data collection, implement best practices, communicate with internal and external audiences, and prepare reports, the annual NOFA application, and other documents.

ORS 190 Entity contributions support this work but are not sufficient to cover staff support needed to meet federal, state, and local expectations. From time to time, grant opportunities become available through public, private, foundation, and other sources. This policy sets forth the ORS 190 Entity protocols for grant applications and awards.

Grant Applications

- 1) The ORS 190 Entity Board of Directors acknowledges that grant application opportunities often become available on short notice and with quick turnaround times. The board desires that staff has maximum flexibility in applying for grants. Two key principles undergird the decision to apply for a grant:
 - a. The grant to support Alliance work should not compete with other community organizations seeking the same grant funding for housing or homeless services.
 - b. The grant opportunity should support work already articulated in the Alliance’s approved strategic plan. Alliance strategic goals and objectives should drive grant applications; and grant funding should not drive the Alliance’s work.
- 2) With those two principles in mind, Alliance staff may apply for grants without prior board authorization if the following conditions are met.
 - a. Local match is not required or can be found within the Alliance’s approved annual budget.
 - b. There is no continuing commitment of local funds past the grant period.
 - c. The program scope is within the Marion-Polk Continuum of Care geographic region.
 - d. The grant guidelines do not require a public hearing or board authorization.
 - e. The ORS 190 Entity will serve as fiscal agent for the grant.
 - f. The requested grant amount (or per year amount for grants covering multiple years) does not exceed the Alliance’s approved annual budget.
- 3) Under circumstances where staff submits a grant application on behalf of the ORS 190 Entity, staff should immediately report that application to board leadership and then report the submission to the board at its next scheduled meeting.
- 4) Staff shall seek prior board authorization for grant applications if the following conditions are present.
 - a. Local match requirements cannot be identified within the Alliance’s approved annual

- budget.
- b. Commitments of local funds extend past the grant period.
 - c. The program scope extends beyond the Marion-Polk geographic region.
 - d. Grant guidelines require a public hearing and/or board authorization.
 - e. The ORS 190 Entity is being asked to share legal responsibilities with other agencies, even if a formal agreement is not required.
 - f. The requested grant amount (or per year amount for grants covering multiple years) exceeds the Alliance's approved annual budget.
- 5) Under circumstances where prior board authorization is required for a grant application, staff should notify board leadership and place the item on the agenda of the next board meeting. The board may call a special meeting or delegate authority to the chair and vice-chair to approve a grant application should an application deadline fall prior to the next scheduled board meeting.

Grant Awards

Upon notice of a grant award, staff will immediately notify board leadership. All grant awards require board approval before accepting the funds.

Policy approved 11/12/20