



Health and Human Services - Affordable Housing 11324.511.

Move to Homeless Task Force

Mission Statement

Clallam County Health and Human Services is dedicated to promoting and protecting the health, safety, and quality of life for all people in Clallam County.

Function

Fund homelessness services programs through contracts using the Homelessness Task Force (HTF) and Affordable Housing recording fee funds. The Homelessness Task Force board is responsible for making recommendations to the Board of County Commissioners regarding the use of these funds. Complete RFP process and initiate and complete contracts for services throughout Clallam County. Assure providers are in compliance with contracts, staff the HTF and work closely with homelessness services providers within Clallam County.

*Affordable Housing funds primarily support capital housing related projects and rental/utility assistance

Trends/Events

These document recording fees continue to support a variety of programs throughout the community. CCHHS will continue to maintain the two year fund cycle with the goals of more robust data collection from contracted providers, staffing stability for contractors, and increase HHS staff capacity to monitor contractors.

On May 4, 2023, Substitute Senate Bill (SSB) 5386 was signed into law, introducing significant updates to the distribution and allowable uses of homeless housing and assistance surcharges. These changes were designed to streamline administration and increase transparency around the revenue generated from document recording fees. As part of this legislation, RCW 36.22.178 and RCW 36.22.179 were repealed and replaced by RCW 36.22.250, which established a standardized \$183.00 per instrument document recording fee. This legislative update consolidates revenue collection for Homeless Housing (formerly 2163) and Affordable Housing (formerly 2060) under a single funding structure. In April 2024, the BOCC formally adopted the implementation of RCW 36.22.250 by resolution, aligning county practices with the updated state statute.

This RCW change shifted so funds for HTF and Affordable Housing are now collected together. Of these funds, up to 10% is allowable for administration, at least 75% will be used by the county to accomplish the purpose of its local homeless housing plan pursuant to chapter 484, Laws of 2005 (formerly 2163), and at least 15% will be used by the county for eligible housing activities were formerly described under Affordable Housing (formerly 2060).

In response to these statutory changes, CCHHS proposes to dissolve the separate “Affordable Housing” fund and transfer the remaining balance into the “Homeless Task Force” (HTF) fund. CCHHS will continue to allocate funding for housing capital projects in alignment with the new RCW and will track these expenditures within the HTF fund to maintain transparency and compliance.

Goals

1. Work with community partners to reduce the number of individuals experiencing homelessness in Clallam County, using a coordinated, data-informed approach grounded in evidence-based practices.
2. Continue to explore and implement strategies that promote transparency, equity, and accountability in the distribution of Homelessness Task Force funds.
3. Maintain and strengthen data collection and reporting systems for contracted providers, ensuring timely, accurate, and actionable information to guide policy and funding decisions.
4. Collaborate with the Housing Solutions Committee (HSC) and other stakeholders to develop a shared vision for housing and homelessness investments in Clallam County, aligning strategies across funding sources and jurisdictions.
5. Develop tools to track progress, measure outcomes, and guide plan implementation, including a timeline and prioritized strategies tailored to current funding realities, with the flexibility to scale up if additional resources become available for the Clallam County 5-Year Homeless Housing Plan.
6. Guide the process of distributing and monitor the use of Washington State Department of Commerce supplemental funding, ensuring it is used effectively to offset revenue losses and sustain critical homelessness services.
7. Evaluate and refine the current grant application process that includes separate pathways for previously funded programs seeking renewal and new applicants requesting funding for the first time. This approach will decrease the burden of applying and reviewing proposals while ensuring transparency, equity, and appropriate review criteria for both continuing and emerging initiatives.
8. Dissolve the Affordable Housing fund, depositing the remainder of the fund balance into the HTF fund while following the new RCW allowable uses.

Workload Indicators

	2023 Actual	2024 Actual	6/30/25 Actual
Acquisition, construction, rehabilitation of housing projects	Roofs for 2 new low-income homes	N/A	N/A
Building operation & maintenance costs	Replace stairs and balcony on existing shelter	N/A	N/A
Rental assistance vouchers	Emergency housing units	Emergency Housing units	Emergency Housing units

Operating costs for emergency shelters	Utilities cost for Veterans shelter	Utilities Cost for Veterans Shelters And Deck Repair	Utilities cost for veterans shelters
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Grant Funding Sources

This fund does not receive any grant revenue.

Revenues

	2023 Actual	2024 Actual	6/30/24 Actual	2026 Budget
Beginning Fund Balance	337,254	259,876	149,403	67,541
Taxes	0	0	0	0
Licenses and Permits	0	0	0	0
Intergovernmental Revenues	0	0	0	0
Charges for Goods and Services	34,708	0	0	0
Fines and Forfeits	0	0	0	0
Miscellaneous Revenues	0	0	0	0
Other Financing Sources	0	0	0	0
Transfers In	0	0	0	0
Total	371,962	259,876	149,403	67,541

Expenditures

	2023 Actual	2024 Actual	6/30/24 Actual	2026 Budget
Ending Fund Balance	259,876	149,403	67,541	0
Salaries and Wages	0	0	0	0
Personnel Benefits	0	0	0	0
Supplies	0	0	0	0
Other Services and Charges	112,086	110,474	81,862	0
Intergovernmental Services	0	0	0	0
Capital Outlays	0	0	0	0
Interfund Payments for Services	0	0	0	0
Transfers Out	0	0	0	67,541
Total	371,962	259,877	149,403	67,541

Staffing

	2023 Actual	2024 Actual	6/30/24 Actual	2026 Budget
Full Time Equivalents	0.00	0.00	0.00	0.00