



October 21, 2020

House Speaker Tina Kotek
Senate President Peter Courtney

Re: Project Turnkey Administration

To the Co-Chairs of the Emergency Board:

I am writing to confirm that Oregon Community Foundation is willing to serve as the fiscal administrator of funds for Project Turnkey, an endeavor to help communities around the state acquire motels/hotels for immediate use as non-congregate shelter.

If funds are allocated, OCF will provide fiscal oversight and due diligence to administer grants to eligible applicants (local entities including cities, counties, housing authorities, tribal communities, nonprofit organizations--- or co-applicants comprised of two entities) for the acquisition of motels/hotels for use as non-congregate shelter. OCF will support the work of an Advisory Committee in reviewing appropriate properties and in ensuring that due diligence is completed on each project as part the Advisory Committee's grant recommendations.

An Advisory Committee will be formed to guide the application and selection process. The Advisory Committee will be structured to include: Local government (Association of Oregon Counties, League of Oregon Cities); Fiscal Lead/Program Manager (OCF); State agency partners (Oregon Housing & Community Services, Oregon Emergency Management); Affordable Housing partners (Hacienda CDC); and partners representing Homeless Service Providers, Rural Communities, and Racial Equity expertise.

Project Turnkey is poised to provide 1,000 units to shelter some of the most vulnerable members of our communities. The program aims to ensure equitable distribution of Project Turnkey funds throughout the state. Immediately, these facilities will be used for non-congregate shelter. In the long term, these facilities will be assets for communities as shelter, transitional housing, permanent supportive housing, or other affordable housing as determined by local needs. If an insufficient number of suitable, high-quality projects that fit the selection criteria are identified through a Request-for-Application (RFA) process, remaining funds will be returned to the State General Fund at the end of the biennium, pending any funds held back for designated operational needs.

Thank you for all you are doing to help Oregonians navigate and recover in these unprecedented times. Please feel free to contact me if you need more information about Project Turnkey in Oregon and how we can work together to bring shelter to the most vulnerable in our communities.

Sincerely,

A handwritten signature in black ink, appearing to read "Max Williams".

Max Williams
President and CEO

cc: Senator Lynn Findley
Senator Lew Frederick
Senate Republican Leader Fred Girod
Senator Bill Hansell
Senator Betsy Johnson
Senator James Manning Jr.
Senator Arnie Roblan
Senator Elizabeth Steiner Hayward
Senator Kathleen Taylor
Senator Chuck Thomsen
House Republican Leader Christine Drazen
Representative David Gomberg
Representative Paul Holvey
Representative Susan McLain
Representative Rob Nosse
Representative Dan Rayfield
Representative Greg Smith
Representative Duane Stark