

**DESCHUTES COUNTY COMMUNITY JUSTICE DEPARTMENT**

**REQUEST FOR PROPOSALS  
FOR**

**New Shelter and Housing Units for Male Justice  
Involved Individuals**

**Deschutes County Document #2023-751**

**Proposed RFP Release Date: August 25, 2023**

**PROPOSAL RESPONSE FORM**

**Attachment 1**

**DESCHUTES COUNTY COMMUNITY JUSTICE DEPARTMENT**

**REQUEST FOR PROPOSALS FOR**

**Proposal Response Form**

Submit by e-mail to: [trevor.stephens@deschutes.org](mailto:trevor.stephens@deschutes.org)

A signature on this form acknowledges that the proposed provider is hereby submitting a proposal in response to Deschutes County's Request for Proposal. Submitting this form ensures the Provider will be included in any communications regarding addendums to the RFP or questions being responded to prior to RFP Due Date.

Authorized Signature: \_\_\_\_\_

*Mike Cross*



Contact Name: \_\_\_\_\_

Mike Cross

Title: \_\_\_\_\_

Founder & Executive Director

Phone: \_\_\_\_\_

503-867-3157

Email: \_\_\_\_\_

mikec@freeontheoutside.org

Company Name: \_\_\_\_\_

Free On The Outside

Company Address: \_\_\_\_\_

592 Molalla Ave, PO Box 1394, Oregon City, OR, 97045

**Attachment 2 - ACKNOWLEDGEMENT OF INSURANCE REQUIREMENTS**

Contractor shall at all times maintain in force at Contractor's expense, each insurance noted below. Insurance coverage must apply on a primary or non-contributory basis. All insurance policies, except Professional Liability, shall be written on an occurrence basis and be in effect for the term of this contract. Policies written on a "claims made" basis must be approved and authorized by Deschutes County.

Workers Compensation Insurance in compliance with ORS 656.017, requiring Contractor and all subcontractors to provide workers' compensation coverage for all subject workers, or provide certification of exempt status. Worker's Compensation Insurance to cover claims made under Worker's Compensation, disability benefit or any other employee benefit laws, including statutory limits in any state of operation with Coverage B Employer's Liability coverage all at the statutory limits. In the absence of statutory limits the limits of said Employer's Liability coverage shall be not less than \$1,000,000 each accident, disease and each employee. This insurance must be endorsed with a waiver of subrogation endorsement, waiving the insured's right of subrogation against County.

Professional Liability insurance with an occurrence combined single limit of not less than:

Per Occurrence limit	Annual Aggregate limit
<input checked="" type="checkbox"/> \$1,000,000	<input checked="" type="checkbox"/> \$2,000,000
<input type="checkbox"/> \$2,000,000	<input type="checkbox"/> \$4,000,000
<input type="checkbox"/> \$3,000,000	<input type="checkbox"/> \$5,000,000

Professional Liability insurance covers damages caused by error, omission, or negligent acts related to professional services provided under this Contract. The policy must provide extended reporting period coverage, sometimes referred to as "tail coverage" for claims made within two years after the contract work is completed or the facts underlying County's claim could reasonably have been discovered, whichever is later.

Required by County       Not required by County (one box must be checked)

Commercial General Liability insurance with a combined single limit of not less than:

<u>Per Single Claimant and Incident</u>	<u>All Claimants Arising from Single Incident</u>
<input type="checkbox"/> \$1,000,000	<input type="checkbox"/> \$2,000,000
<input checked="" type="checkbox"/> \$2,000,000	<input checked="" type="checkbox"/> \$4,000,000
<input type="checkbox"/> \$3,000,000	<input type="checkbox"/> \$5,000,000

Commercial General Liability insurance includes coverage for personal injury, bodily injury, advertising injury, property damage, premises, operations, products, completed operations and contractual liability. The insurance coverages provided for herein must be endorsed as primary and non-contributory to any insurance or self insurance of County, its officers, employees or agents. Each such policy obtained by Contractor shall provide that the insurer shall defend any suit against the named insured and the additional insureds, their officers, agents, or employees, even if such suit is frivolous or fraudulent.

The policy shall be endorsed to name Deschutes County, its officers, agents, employees and volunteers as an additional insured. The additional insured endorsement shall not include declarations that reduce any per occurrence or aggregate insurance limit. The Contractor shall provide additional coverage based on any outstanding claim(s) made against policy limits to ensure that minimum insurance limits required by the County are maintained. Construction contracts may include aggregate limits that apply on a "per location" or "per project" basis. The additional insurance protection shall extend equal protection to County as to Contractor or subcontractors and shall not be limited to vicarious liability only or any similar limitation. To the extent any aspect of this Paragraph shall be deemed unenforceable, then the additional insurance protection to County shall be narrowed to the maximum amount of protection allowed by law.

Required by County       Not required by County (One box must be checked)

Claims Made Policy       Approved by County       Not Approved by County

Automobile Liability insurance with a combined single limit of not less than:

Per Occurrence

\$500,000

\$1,000,000

\$2,000,000

Automobile Liability insurance includes coverage for bodily injury and property damage resulting from operation of a motor vehicle. Commercial Automobile Liability Insurance shall provide coverage for any motor vehicle (symbol 1 on some insurance certificates) driven by or on behalf of Contractor during the course of providing services under this contract. Commercial Automobile Liability is required for contractors that own business vehicles registered to the business. Examples include: plumbers, electricians or construction contractors. An Example of an acceptable personal automobile policy is a contractor who is a sole proprietor that does not own vehicles registered to the business.

Required by County       Not required by County      (one box must be checked)

**Additional Requirements.** Contractor shall pay all deductibles and self-insured retentions. A cross-liability clause or separation of insured's condition must be included in all commercial general liability policies required by this Contract. Contractor's coverage will be primary in the event of loss.

**Certificate of Insurance Required.** Contractor shall furnish a current Certificate of Insurance to the County with the signed Contract. Contractor shall notify the County in writing at least 30 days in advance of any cancellation, termination, material change, or reduction of limits of the insurance coverage. The Certificate shall also state the deductible or, if applicable, the self-insured retention level. Contractor shall be responsible for any deductible or self-insured retention. If requested, complete copies of insurance policies shall be provided to the County. Any violation by Contractor of this Certificate of Insurance provision shall, at the election of County, constitute a material breach of the Contract.

**I certify that I acknowledge the above insurance information as a requirement to enter into a contract with Deschutes County. I also certify that I carry the required insurance limits as stated in this Exhibit or can, if selected as a result of this RFP, obtain the required insurance and provide proof of the required insurance certificates prior to signature and execution of the contract.**

Signature: Mike Cross       Date: 9/26/2023

Printed Name and Title: Mike Cross - Founder & Executive Director

**Attachment 3 – EXECUTIVE SUMMARY** (if consortium, please fill one out for each business entity).

1. Proposer's Legal Name

Firm Name	Free On The Outside
Address	592 Molalla Ave, Oregon City, OR, 97045
Telephone	503-383-1834

2. Briefly summarize your program design:

Free On The Outside operates 23 transitional living homes in the Portland-metro area. Our primary focus is men transitioning from incarceration with a sex offense charge. We also provide supportive services such as community gatherings, recovery meetings, support groups, holiday celebrations, campouts, and retreats. We propose to partner with Deschutes county bringing our years of experience with housing people who have to register as a sex offender.

3. Chief Executive Contact

Name of Chief Executive	Mike Cross
Title	Founder & Executive Director
Telephone	503-867-3157
E-mail Address	mikec@freeontheoutside.org

4. Primary Application Contact

Name of Primary Contact	Mike Cross
Title	Founder & Executive Director
Telephone	503-867-3157
E-mail Address	mikec@freeontheoutside.org

5. Legal Status Information

Federal Employer Tax Identification or Social Security Number	FEIN # 26-3600065
Oregon Tax I.D. Number	

**An unsigned proposal will be rejected**

I certify that the information provided in this proposal is true and correct to the best of my knowledge and that I have been duly authorized by Provider's governing body or other authority to file this proposal. This proposal is submitted as firm and fixed offer valid for one hundred twenty (180) days of the submission date.

Signature: Mike Cross  Date: 9-26-23

Printed Name and Title: Mike Cross - Executive Director

**Attachment 4 – Response (Please complete the questions below and attach documents to your response as necessary to provide answer to the following questions. The score for each question is provided at end of questions.)**

Attachment 4 can be no longer than 20 pages so please limit answers accordingly to ensure it remains within 20 pages.

<p><b>1. Please describe the structure and philosophy within which you would operate the housing program as outlined in RFP documents if you were awarded the contract. The answer should demonstrate your agency's experience, knowledge and ability to administer the housing program as described above. The answer should demonstrate the agency's understanding of the population served and the complex and dynamic issues facing clients on supervision who have no minor contact restrictions or who are required to register as a sex offender.</b></p>
<p>*Please see attached document*</p>
<p><b>2. Please describe any past experience your agency has working with justice-involved individuals, including individuals who have restrictive contact conditions or who are required to register as a sex offender.</b></p>
<p><b>3. Please explain in detail your agency's experience in locating an acceptable property for the services as described in the RFP. What have you done in the past? What has worked well? What areas do you anticipate will be challenging?</b></p>
<p><b>4. Please describe what process you will use to find a location in Central Oregon. Outline any challenges you anticipate and any strategies you will use to mitigate those. Outline any community notification or feedback process that you will incorporate. Please ensure your process includes accounting for any restrictions that the population may have in terms of distance from locations where minors are located or gather. While not all individuals will meet criteria for strict residential requirements, some may, and the county will only approve property locations that are not near to locations where children are the primary occupants or users (includes, but is not limited to, public and private elementary and secondary schools and licensed childcare centers). Please review ORS 144.641, 144.642, 144.644, and any other applicable laws.</b></p>

<p><b>5. Imagine you have found the perfect location for the house you are heading in to sign the papers to complete the purchase. You receive a phone call from an angry neighbor who has learned about the house. What would you tell the neighbor and how would you handle this?</b></p>
<p><b>6. Where do you anticipate will be the best location for this house in Deschutes County? Do you have any potential properties in mind?</b></p>
<p><b>7. How do you propose to utilize the acquisition funds? Will you buy a new property or will you be seeking permission to utilize something that you already own or something that costs more than the current allocation described above?</b></p>
<p><b>8. What do you anticipate being the biggest challenging in finding a location to purchase?</b></p>
<p><b>9. What type of staffing/management arrangement are you proposing with this house? Please describe in detail. If a live-in manager will be onsite please describe the requirements for that position and how they will be compensated for those duties. If there will be no live-in manager on site please make sure to clearly outline a schedule that shows at least 40 hours of contact with the house 5 days a week include Sat and/or Sun.</b></p>
<p><b>10. The grant provides initial funds to purchase the house, furnish it, and provide initial startup costs. It does not include funds for operational expenses year to year. How do you propose funding the operations of this service each year? At the end of the 10-year restrictive use period the house will belong to the awarded provider without any further restrictions. Do you anticipate utilizing equity in the home to fund operations? How do you anticipate this changing over time until the end of the restrictive use period? Please include a breakdown of how you would utilize the funds described above.</b></p>

<p><b>11. What cost if any do you propose you will need to charge to Adult Parole and Probation for ongoing operational costs?</b></p>
<p><b>12. Clients utilizing the housing/bed services will have differing abilities to pay. How do you propose handling clients who have funds to pay and those who do not have funds to pay? What type of client billing/funding structure would you anticipate putting in place to ensure the services meet the needs as outlined in the RFP? What is your experience with locating public housing assistance for clients in similar programs?</b></p>
<p><b>13. What housing stability services as described in 4 under <u>5. SCOPE OF SERVICES</u> in the RFP do you anticipate offering and how will you structure these services?</b></p>
<p><b>14. What ancillary services do you anticipate offering?</b></p>
<p><b>15. How will you manage clients that are in different places in terms of their readiness to change (pre-contemplative versus a client in action stage) Also clients that are in different housing status and housing stability (for example shelter beds versus housing beds)? What challenges do you anticipate? How will you mitigate these challenges?</b></p>
<p><b>16. What is your agency's understanding of how social identities and community belonging impact a person's life, including their journey through the justice system? Social identities are those aspects of a person's identity or description either self-selected or socially determined such as gender, race, ethnicity, sexual orientation, geographic, linguistic or culture.</b></p>

<b>17. What does your agency do to recognize, honor and support social identities and community belonging that are important and impactful to your clients?</b>
<b>18. What are features of your housing program that will recognize, honor and support the diverse social identities and community belonging of residents?</b>
<b>19. What behavior or outcomes would you define as a success for clients in a Shelter bed?</b>
<b>20. What behavior or outcomes would you define as a "needs improvement" for clients in a Shelter bed?</b>
<b>21. What behavior or outcomes would you define as a success for clients in a Housing Bed?</b>
<b>22. What behavior or outcomes would you define as a "needs improvement" for clients in a Housing Bed?</b>
<b>23. Please identify any key performance measures that you would envision with this contract and explain how you would measure them and define success. Do you currently have any performance measures your track internally and is so what mechanism do you use to track them?</b>
<b>24. Please describe anything additional that you believe will help us in making a decision on awarding the contract.</b>



**Attachment 5 – Evaluation Criteria**

<b>Evaluation Criteria</b>	<b>Value</b>
Service Delivery: Ability of the proposer to provide services as detailed in the RFP.	25 Points
Knowledge, Experience, and Expertise: Proposers knowledge, past experience, and staff.	25 Points
Human-Centered Focus and Understanding of Low Barrier from proposal: Proper's responses clearly articulate an understanding of client focus and low barrier.	10 Points
Collaboration and Community Awareness: proposal clearly reflects an understanding of the complexity around the project and siting a location. Proposal clearly shows an ability to collaborate with County and community stakeholders as necessary.	10 Points
Financial Creativity: creativity around solutions to fund project.	20 Points
Performance Measures and Deliverables: proposal outlines some key output and outcome measures and reflects an understanding of needing to make data informed decisions.	10 Points
<b>Total points available</b>	<b>100 Points</b>

- 1. Please describe the structure and philosophy within which you would operate the housing program as outlined in RFP documents if you were awarded the contract. The answer should demonstrate your agency's experience, knowledge and ability to administer the housing program as described above. The answer should demonstrate the agency's understanding of the population served and the complex and dynamic issues facing clients on supervision who have no minor contact restrictions or who are required to register as a sex offender.**

Our mission statement at Free On The Outside is "Restoring Hope, Rebuilding Lives." We understand the complex and dynamic issues facing those who are required to register as a sex offender. We believe that every person matters and has the right to having their basic needs met: including but not limited to: safe shelter, and relational needs through community. Our fifteen years of experience operating a housing program for this population have equipped us to expand and provide more supportive services. The effectiveness of our housing program is proven by our less than 1% recidivism rate. Each home has a live-in house manager and assistant house manager. We require tenants to attend three meetings a week\*, complete weekly chores, attend an in-house business meeting, and take regular urine analysis tests. No minors are allowed on the premises. We only use houses approved by corrections, which are a legal distance from parks, schools, playgrounds, and any other places that children congregate, in compliance with all Oregon applicable laws. (ORS 144.641, 144.642, 144.644) All house managers work closely with the executive director, assistant director, and administrative staff.

\*meetings can include 12-step meetings, therapy, church, sex offender treatment, vocational training, etc

- 2. Please describe any past experience your agency has working with justice-involved individuals, including individuals who have restrictive contact conditions or who are required to register as a sex offender.**

In 2007, our founder, Mike Cross, began his journey as a reentry mentor with Prison Fellowship. By 2008, Free On The Outside became a 501(c)3 nonprofit, opening supportive housing for individuals on sex offense supervision in Clackamas County. From 2011 to 2017, Mike worked as the first full-time mentor in the United States for those with measure 11 sex offenses in Washington County. Since 2018, we've grown from 1 men's home to 23 homes with 211 beds, catering to various populations, including general prison releases, trafficking survivors, couples, and families in recovery. We prioritize housing the most challenging cases, with 69 beds reserved for men on local supervision with minor contact restrictions. Our services extend to transitional housing for federal supervision cases and permanent supportive housing for post-supervision registrants. We also provide community recovery meetings, church services, holiday events, retreats, and yearly campouts, offering a non-judgmental, safe space for individuals from diverse backgrounds.

- 3. Please explain in detail your agency's experience in locating an acceptable property for the services as described in the RFP. What have you done in the past? What has worked well? What areas do you anticipate will be challenging?**

Our success in finding homes relies on passionate homeowners partnering with us to lease their properties. We ensure these homes comply with local and state laws by avoiding neighborhoods near parks, schools, daycares, or places where children gather. Afterward, we seek final approval from community corrections, streamlining the process. Each men's home accommodates as many individuals under sex offender supervision as allowed by the law and community corrections. Challenges include locating homes near public transportation, supportive services, and employment opportunities while meeting county shelter and bed requirements sustainably.

- 4. Please describe what process you will use to find a location in Central Oregon. Outline any challenges you anticipate and any strategies you will use to mitigate those. Outline any community notification or feedback process that you will incorporate. Please ensure your process includes accounting for any restrictions that the population may have in terms of distance from locations where minors are located or gather. While not all individuals will meet criteria for strict residential requirements, some may, and the county will only approve property locations that are not near to locations where children are the primary occupants or users (includes, but is not limited to, public and private elementary and secondary schools and licensed childcare centers). Please review ORS 144.641, 144.642, 144.644, and any other applicable laws.**

We will collaborate with Benjamin Ficker at KW Commercial Real Estate to find suitable properties, with a focus on complying with state and local laws. To address potential challenges, we'll liaise with community corrections and Deschutes County, conveying all necessary

information to our realtor. Our extensive experience guides us in identifying addresses that meet the specified criteria.

- 5. Imagine you have found the perfect location for the house you are heading in to sign the papers to complete the purchase. You receive a phone call from an angry neighbor who has learned about the house. What would you tell the neighbor and how would you handle this?**

We would inform them of our compliance with legal requirements for housing registrants, highlighting our collaboration with corrections, treatment agencies, and peer support specialists to ensure tenant safety and community well-being. We would also offer to meet with them for further program details if they are interested.

- 6. Where do you anticipate will be the best location for this house in Deschutes County? Do you have any potential properties in mind?**

We are working with our realtor to find a property in compliance with local and state laws. Due to Deschutes County's fast property turnover, we'll conduct more research closer to the contract initiation date. We prefer Bend or Redmond for better access to services, employment, and community corrections but are open to other areas.

- 7. How do you propose to utilize the acquisition funds? Will you buy a new property or will you be seeking permission to utilize something that you already own or something that costs more than the current allocation described above?**

We propose using the acquisition funds to purchase a new property within the existing budget allocation.

- 8. What do you anticipate being the biggest challenge in finding a location to purchase?**

The primary challenge is finding a property for sale that meets legal criteria and has corrections approval, while also being large enough, well-located near public transportation, employment opportunities, and essential services to support individual success.

- 9. What type of staffing/management arrangement are you proposing with this house? Please describe in detail. If a live-in manager will be onsite please describe the requirements for that position and how they will be compensated for those duties. If there will be no live-in manager on site please make sure to clearly outline a schedule that shows at least 40 hours of contact with the house 5 days a week including Sat and/or Sun.**

We will employ a live-in house manager and assistant house manager. Our onboarding includes training on trauma informed care, the criminal justice system, sex offender registry information,

and ethical guidelines. They are compensated with free or reduced rent. The job description is as follows:

**Title of Role:** House Manager

**Reports to:** Director

**Employment Status:** Full-time/Live-in

**Compensation Range:** Reduced or Free rent, utilities, internet and household supplies

**Objective of Role**

- Demonstrate leadership in maintaining a clean and sober lifestyle aligned with Free On The Outside's mission.
- Cultivate a safe and inclusive community, welcoming all individuals without discrimination.
- Promote an environment of safety, inclusivity, care, and meaningful connections.
- Encourage personal development, growth, and accountability for tenants.
- Commit to ongoing personal healing, recovery, growth, and accountability.
- Set a positive example by adhering to house rules and guidelines.

**Responsibilities & Expectations**

- Conduct intake interviews.
- Complete all new tenant paperwork and go over house expectations.
- Administer urine analysis and breathalyzer tests and keep a log.
- Collect rent on the first of the month (money order or cashier's check).
- Provide receipts for all payments.

- Maintain a rent ledger for all tenants.
- Submit rent by the 5th of the month, report late payments promptly.
- Submit all payments in an envelope with a written statement of amount paid and who it is credited to.
- Organize household chores or designate a chore coordinator.
- Report maintenance issues within 24-48 hours via email or the online portal.
- Facilitate weekly house meetings following the formal house meeting agenda.
- Offer one-on-one consultations as needed.
- Manage house supplies, restocking low items within an expense limit.
- Submit receipts for supply reimbursement.
- Record monthly expenses, even for donated items.
- Enforce Free On The Outside house rules and expectations.
- Serve notices and behavioral contracts with director approval.

*This role is successful when the House Manager has built good rapport with tenants, if the house is well maintained, and rent is collected and turned in on time.*

**Qualifications needed for this role:**

- Minimum two-years verifiable recovery.
- Exemplify a lifestyle of integrity.
- Not currently on supervision.
- Lived experience with homelessness, addiction, and/or the criminal justice system preferred but not required.



- 10. The grant provides initial funds to purchase the house, furnish it, and provide initial startup costs. It does not include funds for operational expenses year to year. How do you propose funding the operations of this service each year? At the end of the 10-year restrictive use period the house will belong to the awarded provider without any further restrictions. Do you anticipate utilizing equity in the home to fund operations? How do you anticipate this changing over time until the end of the restrictive use period? Please include a breakdown of how you would utilize the funds described above.**

We operate 23 homes in the Portland metro area, with rental income constituting 80% of our annual revenue, while private donations and grants make up the remaining 20%. We plan to adopt a similar funding model in Deschutes County until the house becomes financially self-sustainable.

\$1,078,518 - Total Estimated Grant Funds

\$850,000 - Home Acquisition / Renovations

\$30,000 - Furnishings

\$20,000 - Security

\$100,000 - Start-up Employee Expenses

\*\$40,000 - Part time/Full time Mentor

\*\$50,000 - Program Director for Deschutes County

\*\$20,000 - Administrative Costs

\$68,518 - Other Support and Expenses (including travel expenses and possible renovations and upgrades needed).

We do not foresee using home equity for operations but remain open to the possibility if necessary.

**11. What cost if any do you propose you will need to charge to Adult Parole and Probation for ongoing operational costs?**

We expect to charge a housing subsidy of \$500 per month to corrections for shelter beds during the first 90 days, covering utilities, household supplies, and high-speed internet. All rooms are fully furnished.

**12. Clients utilizing the housing/bed services will have differing abilities to pay. How do you propose handling clients who have funds to pay and those who do not have funds to pay? What type of client billing/funding structure would you anticipate putting in place to ensure the services meet the needs as outlined in the RFP? What is your experience with locating public housing assistance for clients in similar programs?**

We have a fundraiser called "Hannah's Pennies" for tenant support and rental assistance. Our experienced administrative staff connects tenants with community resources, submits rental assistance referrals, and explores felon-friendly job opportunities. Funding sources include Flex

Funds through Oregon Health Plan (OHP), SSI, SSDI, OHSU Housing Benefit program, unemployment, and Oregon General Assistance. We will bill corrections for the first 90-days of rent in a shelter bed. After this period, tenants will self pay via cashier’s check, money order, or our online payment portal.

- Housing bed (single occupancy rooms) \$750
- Housing bed (possible 2 person shared rooms) \$600

**13. What housing stability services as described in 4 under 5. SCOPE OF SERVICES in the RFP do you anticipate offering and how will you structure these service**

We will hire a local mentor to assist tenants in setting goals and accessing additional support for long-term housing stability. We anticipate offering diverse housing stability services, including referrals to the RentWell program, expungement clinic referrals, and financial budgeting classes. Our board member, Harold Cubbedge, founded Crim-Anon, which hosts expungement clinics, and we're collaborating to expand these clinics to Deschutes County. We aim to partner with local temp/staffing agencies for individuals with a sex offense background. We are affiliated with Oregon Voices, who provide resources like housing referrals, employment resources, expungement and registration relief information. For long-term housing, we plan to establish self-pay permanent and supportive housing in Deschutes County for tenants with stable incomes who face challenges due to their registration status.

Rent Well	Submit referral through RentWell website. ( <a href="https://rentwell.org">https://rentwell.org</a> )
Expungement Clinics	Submit referral to Crim-Anon. ( <a href="https://crimanon.org">https://crimanon.org</a> )

Peer mentor services	In addition to the house mentor, we have part-time mentors who will be available to help tenants navigate housing barriers, virtually and/or in person.
----------------------	---

#### 14. What ancillary services do you anticipate offering?

Homelessness prevention, mitigation, and transition: We will provide shelter beds for new releases for 90-120 days, housing beds with single room occupancy, and beds in shared rooms depending on space availability. Our peer mentors will assist with housing challenges, and submit referrals for RentWell classes. Future plans include expanding self-pay long-term supportive housing, both shared and single room occupancy, for registered sex offenders.

Interventions that promote general health and well-being: Our peer mentors will facilitate a weekly virtual wellness group, covering a wide variety of topics. These topics include but are not limited to: smoking cessation, nutrition, emotional wellness, and substance abuse disorder meetings. (AA, NA, Celebrate Recovery, Step Studies, Alumni groups, SAA - Sexual Addiction Anonymous).

Assistance in applying for health insurance and public assistance as needed: Our staff and mentors are experienced at connecting tenants to public assistance resources.

Mentor and Alumni groups: We will offer an in-house open share group specifically targeted for registered sex offenders, offering support and accountability.

**15. How will you manage clients that are in different places in terms of their readiness to change (pre-contemplative versus a client in action stage) Also clients that are in different housing status and housing stability (for example shelter beds versus housing beds)? What challenges do you anticipate? How will you mitigate these challenges?**

Our peer mentors will conduct needs assessments, utilize motivational interviewing, and connect tenants with resources to promote change. They will also facilitate support groups. Housing bed eligibility is based on criteria including compliance with supervision, engagement in treatment, participation in house chores and meetings, and maintaining income (e.g., SSI or SSDI) for rent payments. Seniority alone does not determine eligibility. Challenges we anticipate facing are tenants not willing to comply with program expectations. In cases of noncompliance, we address issues through program expectation reviews, verbal and written warnings, and, if necessary, a 30-day eviction notice with a 14-day right to cure. Over 80% of our house managers and assistant managers come from within our program, often overcoming obstacles on their path to leadership. Many successful individuals initially faced programmatic challenges but found motivation for change.

**16. What is your agency's understanding of how social identities and community belonging impact a person's life, including their journey through the justice system?  
Social identities are those aspects of a person's identity or description either**

**self-selected or socially determined such as gender, race, ethnicity, sexual orientation, geographic, linguistic or culture.**

Free On The Outside values the importance of a strong support system during reentry from incarceration. We aim to provide a safe and inclusive community where individuals can find belonging. Our approach is culturally aware and trauma-informed, acknowledging the diverse backgrounds, experiences, cultures, sexual orientations, races, and ethnicities of our tenants. This approach extends to addressing the challenges of having a sex offense in one's background, both during incarceration and community reentry. We encourage our tenants to embrace their present identity and aspirations, not letting their past convictions dictate their future.

**17. What does your agency do to recognize, honor and support social identities and community belonging that are important and impactful to your clients?**

As leaders, we seek cultural awareness, self-reflection on biases, and openness to diverse perspectives to enhance our service. We prioritize inclusivity and non-judgmental support. In addition to supervision, treatment, and house guidelines, we empower individuals to attend their preferred meetings and shape their own programs for personal growth.

**18. What are features of your housing program that will recognize, honor and support the diverse social identities and community belonging of residents?**

We host holiday celebrations, adult campouts twice a year, spring and fall retreats, and encourage attendance at community events. Our in-house programs include 12-step meetings, communal dinners, and BBQs. These activities foster a sense of belonging and ownership. We use a trauma-informed approach to match the tenant's unique needs.

**19. What behavior or outcomes would you define as a success for clients in a Shelter bed?**

While not required, we would define shelter bed success as:

- Maintaining stable income
- Abstaining from illegal substances and alcohol.
- Complying with supervision conditions.
- Engaging in treatment.
- Adhering to all Free On The Outside program expectations, as outlined in the tenant handbook, including attending meetings, completing chores, and showing respect.
- Collaborating with a mentor to establish a long-term housing plan.

**20. What behavior or outcomes would you define as a “needs improvement” for clients in a Shelter bed?**

- Missed house meetings.
- Non-compliance with program expectations.
- Inadequate personal cleanliness and hygiene.
- Supervision condition breaches leading to sanctions.

- Curfew violations, with the exception of work-related conflicts.
- Possession, use, or intoxication of illegal substances at the home.
- Physical and/or verbal altercations.
- Job loss and failure to meet financial responsibilities.

**21. What behavior or outcomes would you define as a success for clients in a Housing Bed?**

- Maintaining long term employment.
- Leading by example in the home.
- Working towards completing sex offender treatment.
- Volunteering to mentor men in shelter beds.
- Actively looking for housing to transition out of a housing bed.
- Abiding by all conditions of supervision and not receiving any sanctions.
- Paying all bills and rent on time.
- Showing consistency with their recovery plan

**22. What behavior or outcomes would you define as a “needs improvement” for clients in a Housing Bed?**

- Missing house meetings.
- Not abiding by house rules, including but not limited to doing chores, being respectful to others, abiding by the quiet time after 10pm.



- Not following conditions of supervision.
- Using or possessing illegal substances, alcohol and marijuana or paraphernalia.
- Being under the influence at home.
- Not maintaining personal cleanliness and hygiene.
- Not maintaining employment or not paying bills.
- Not making plans and looking for permanent independent or supportive housing.

**23. Please identify any key performance measures that you would envision with this contract and explain how you would measure them and define success. Do you currently have any performance measures you track internally and if so what mechanism do you use to track them?**

Key performance measures: Success would be an average of 90% occupancy. We also strive to have 60% of tenants in shelter beds employed.

Performance tracking: We use a monthly dashboard to track vacancies, new intakes, successful transitions, unsuccessful drops, and employment rates. We present this information to the chairperson of our board on a quarterly basis. In addition, we keep UA logs, room inspection logs, meeting attendance records, and ROIs with treatment providers and corrections. Our rental ledgers include notes for other concerns such as past due balances, relapse prevention plans, rental assistance, payment plans or exit plans.

**24. Please describe anything additional that you believe will help us in making a decision on awarding the contract.**

Our Executive Director, with lived experience as a registered sex offender and certified recovery mentor, has dedicated his life to working with this population. Free On The Outside understands the challenges for sex offenders, who are among the hardest to house. For 15 years, they have been our focus, and our track record of less than 1% recidivism demonstrates our suitability for this contract. We aim to change the trajectory of the lives of individuals who have to register in Deschutes county.



**CLACKAMAS COUNTY**  
**SHERIFF**

**Sheriff Angela Brandenburg**

Jesse Ashby, Undersheriff  
Michael Copenhaver, Undersheriff  
Jenna Morrison, Undersheriff

Deschutes County Adult Parole & Probation  
63360 NW Britta St. #2  
Bend, OR, 97701

To Whom It May Concern:

This is a letter of support for Free on the Outside and their application for a contract with Deschutes County Adult Parole & Probation. Free on the Outside is a nonprofit that provides housing and services to individuals who have been convicted of a sex offense.

We have a positive relationship with Free On The Outside and regularly refer clients to their housing program. Please feel free to reach out with any questions, or for additional information.

Respectfully,

A handwritten signature in black ink that reads 'Michelle Rickles'.



*Michelle Rickles,*  
Probation and Parole Officer  
OHP Eligibility Specialist  
Clackamas County Sheriff's Office  
Oregon City, OR 97045  
(PH) 503.722.6767

*A Tradition of Service Since 1845*

Parole and Probation: 1024 Main Street, Oregon City, Oregon 97045  
Mailing: 2223 Kaen Road, Oregon City, Oregon 97045  
Phone: 503-655-8603 Fax: 503-650-8942 [www.ClackCoSheriff.us](http://www.ClackCoSheriff.us)



Oregon Voices  
PO Box 13175  
Salem, OR 97302

October 13, 2023

To Whom It May Concern:

Oregon Voices has been actively working since 2009 with people in reentry after incarceration for a sex crime and with their families. For most of that time, we have worked with Free on the Outside. We have watched it grow from one single facility, the Carriage House in Oregon City, to an expansive, multi-county network of houses which provide badly needed housing for those rejected by most of the housing market.

This expansion has been made possible because of the reputation they have earned, both with landlords and with county corrections departments in counties where they are present. With the support FOTO provides, their clients rebuild responsible lives and communities benefit through the lowered recidivism rates that such work produces.

We have sent many individuals to Free on the Outside, and they have referred individuals to us. One of our board members is a house manager for a Free on the Outside house. We know their work, we know the positive impact they have had in many communities and on the lives of many individuals and their families.

Oregon Voices has some members in Deschutes County, and our contacts there might provide ways for us to extend our collaboration with FOTO in new and as yet unexplored ways on the other side of the mountains.

For the Oregon Voices Board,

Ken Nolley  
Professor Emeritus,  
Willamette University

Jan Nolley M.S. W. (retired)