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Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Tue, 09/06/2022 - 8:42am
71.193.192.152

Agency Contact Information

Agency Name

Community Action Organization

Address

1001 SW Baseline St.

City

Hillsboro

State

Oregon

Zip Code

97123

Contact Name

Zoila Coppiano

Contact Telephone Number

503-693-3284

Contact Email Address

zcoppiano@caowash.org

Agency Request Information

Request

Community Action respectfully requests \$40,000 from the City of Tualatin to provide emergency rent assistance to low-income residents of Tualatin who are at risk of homelessness.

What is the Request for?

Community Action provides multiple services to residents of Tualatin, including emergency rent assistance to prevent eviction. Community Action is requesting these funds to continue to provide eviction prevention assistance to Tualatin families in FY 22-23. During the 21-22 program year, Community Action provided \$755,018 of emergency rent assistance from all funding sources to keep 129 Tualatin households in their homes. The average rent provided to households in Tualatin was \$5,853. The funds used to provide this assistance were in most cases funds specifically intended to assist households impacted by COVID, so these payments often included arrears, utilities and future rent, depending upon the requirements and allowable

costs associated with the fund used. With the eviction moratorium coming to a close, and COVID-specific rent assistance funding ending, the need for emergency rent funds is particularly pressing.

City funds will be used to provide emergency assistance to low income Tualatin households who are in crisis. For low-income families, one unexpected financial emergency such as a job loss, reduction in work hours or an unanticipated medical bill can result in the inability to pay rent and receipt of a 72-hour eviction notice. Clients are assessed for a one-time emergency assistance payment of a full month's rent. Community Action negotiates with landlords on the client's behalf for reduction/forgiveness of fees or back rent which may have accrued and requires a signed statement verifying that the household will not be evicted. Clients may also be referred to other services which can help them maintain their housing – including longer term rental assistance, energy assistance and tenant education classes.

Of the nearly 5,000 Tualatin households renting their homes, 52% of those households pay more than 30% of their income for their housing costs and 27% spend half of their monthly income for rent. While median earnings for Tualatin residents have increased by 26% since 2010, median gross rent has increased by 51%. Paying a disproportionate amount of income for housing places already cost-burdened families at risk of homelessness. Eviction prevention assistance acts as a safety net to ensure that families in crisis can remain stable.

Describe the Agency's Mission

Community Action leads the way to eliminate conditions of poverty and creates opportunities for individuals and communities to thrive. To this end, Community Action provides an array of services for families in Tualatin and throughout Washington County.

What Group of Citizens in Tualatin Does Your Organization Target?

The Emergency Rent Assistance Program serves low-income Tualatin residents that have received a 72-hour eviction notice due to inability to pay rent.

What Types of Services will be Provided in the Funding Request Year?

Community Action will continue to provide a comprehensive set of programs and services aimed at assisting low-income Tualatin residents to increase or maintain self-sufficiency.

How Many Tualatin Residents will be Served?

28 households, approximately 100 individuals, will be served with requested Tualatin municipal grant funding.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Tualatin residents represent approximately 2.8% of households served by the program.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

[8/24 2:33 PM] Wendy Polanco

Can you change the answer to the last question and add

With COVID-related emergency rent funding coming to an end, the end of the Eviction Moratorium protections ending on September 30th, 2022, and as we continue to see the increase in rent amounts post eviction moratoriums. It will be particularly important for Community Action to be able to access ongoing rent assistance funds.

Please Submit Your Budget Information

[budget.xlsx](#) [2]

Please Submit Your Board Information

[ca0_2022_w9_002.pdf](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[cao_501c_3_irs_determination_letter_2001.pdf](#) [4]

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/81808>

Links

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] <https://www.tualatinoregon.gov/system/files/webform/budget.xlsx>

[3] https://www.tualatinoregon.gov/system/files/webform/ca0_2022_w9_002.pdf

[4] https://www.tualatinoregon.gov/system/files/webform/cao_501c_3_irs_determination_letter_2001.pdf



Helping people. Changing lives.

Community Action

City of Tualatin Emergency Rent Program

Proposed Budget 2022-2023

	City of Tualatin	State of Oregon	Total Project Cost
Staffing, .25 FTE (including Taxes & Benefits)		\$685	\$685
Client Expenses	\$36,364		\$36,364
Administration	\$3,636	\$69	\$3,705
Total Project Cost	\$40,000	\$754	\$40,754

Prepared 8/29/2022

Board of Directors

Executive Committee

Chairperson:

Bill Miner, Attorney, Partner-in-Charge, Davis Wright Tremaine, LLP

Vice Chair:

Steve Callaway, Mayor, City of Hillsboro

Treasurer:

Scott Gardner, Sr. Principal Accountant, Portland General Electric

Secretary:

Tania Uluan, Community Representative

At-Large:

Nancy Ford, Community Representative

Board Members

Courtney Thomas, Community Representative

Dana Nason, Hillsboro Pediatric Clinic

Heather Kemper, Oregon Law Center

Kat Sigurdson, Community Representative

Lacey Beaty, Mayor, City of Beaverton

Lisa Imes, Policy Council Representative

Pam Treece, Commissioner, Washington County

Peter Truax, Mayor, City of Forest Grove

Rolanda Garcia, District 16 Manager, Department of Human Services

Sheri Schouten, State Representative, District 27 - Beaverton

Emeritus Board Members

Emeritus Membership is given to former Directors who have provided 12 years of board service, served as a Board Chair or Committee Chair and have a breadth of involvement such as attendance at signature events, national conventions, and speaking engagements.

Emeritus Board Members:

Kevin Aguirre, Board Term: 2002-2013

Leroy Bentley, Board Term:1999-2009

Ralph Brown, Board Terms:1974-1976 and 1997-2009

Rob Drake, Board Term: 1993-2008

Margaret Eickmann, Board Term:1994-2001

Cindy Hirst, Board Term:1991-1999

Shirley Huffman, Board Term:1985-1998

Craig Kinnie, Board Term:1996-2011

Lou Ogden, Board Term:1995-2012

Sherry Robinson, Board Term:1987-1995

Dick Stenson, Board Term:1993-2009

Internal Revenue Service

Department of the Treasury

**P. O. Box 2508
Cincinnati, OH 45201**

Date: May 16, 2001

Person to Contact:
Viola Wahoff 31-07420
Customer Service Representative

Community Action Organization
1001 SW Baseline
Hillsboro, OR 97123

Toll Free Telephone Number:
8:00 a.m. to 9:30 p.m. EST
877-829-5500

Fax Number:
513-263-3756

Federal Identification Number:
93-0554941

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in April 1974 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Community Action Organization
93-0554941

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

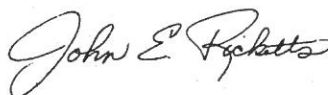
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE
Customer Account Services