CLACKAMAS COMMUNITY RESOURCE HUB 101

AGENDA

Defining the Resource Hub

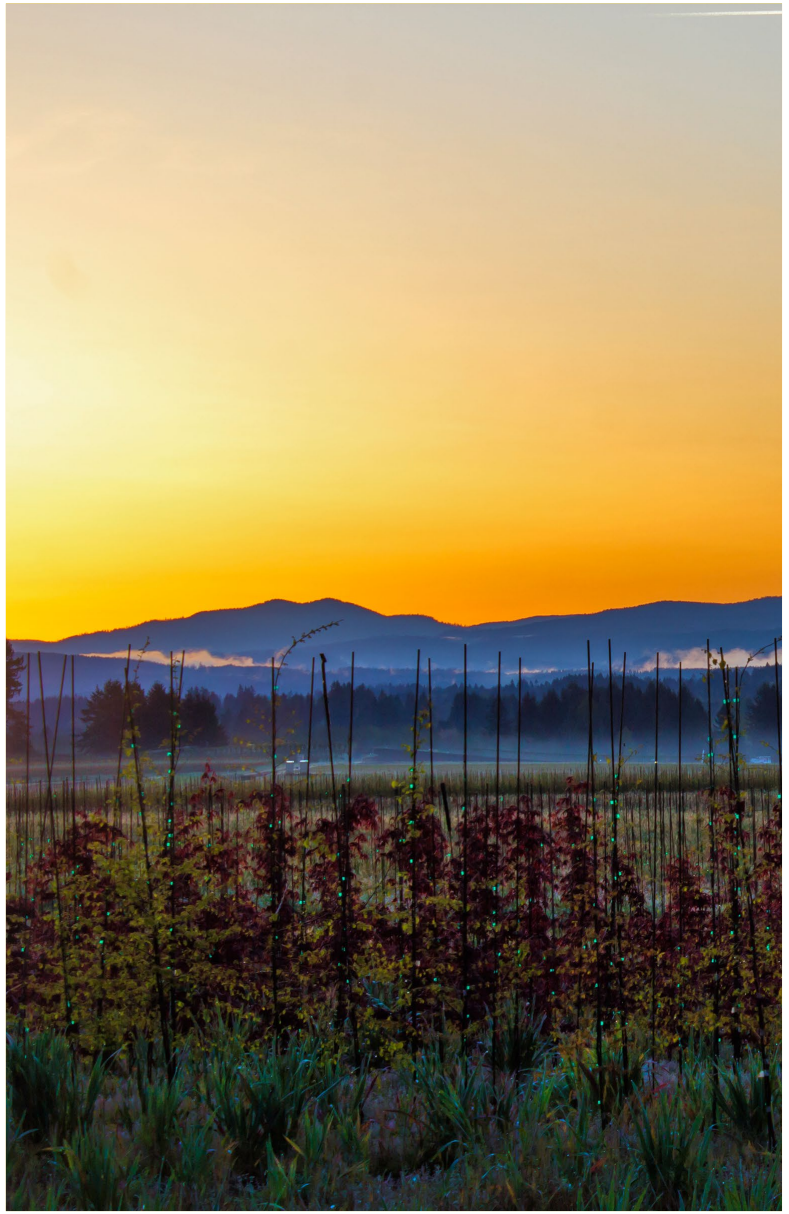
Key Contacts

Participant Application

Resource Review

Eligibility Requirements

Funding Limits & Payments



WHAT IS THE RESOURCE HUB?

WHAT IS THE COMMUNITY RESOURCE HUB?

1. A resource for service providers serving Clackamas County residents
2. Operated by Northwest Family Services (NWFS) with CWP technical support
3. Funded through Future Ready Oregon Prosperity 10,000 (P10K)
4. Connects clients to community resources & flexible funding assistance.

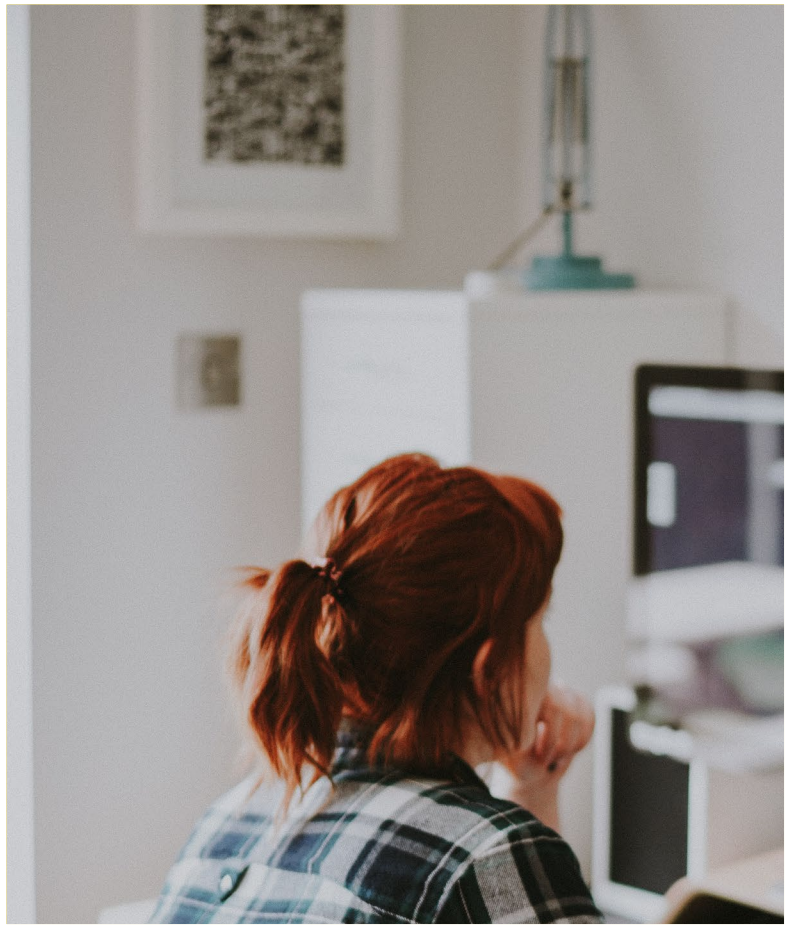
The Hub will serve residents who may be experiencing circumstances or barriers related too:

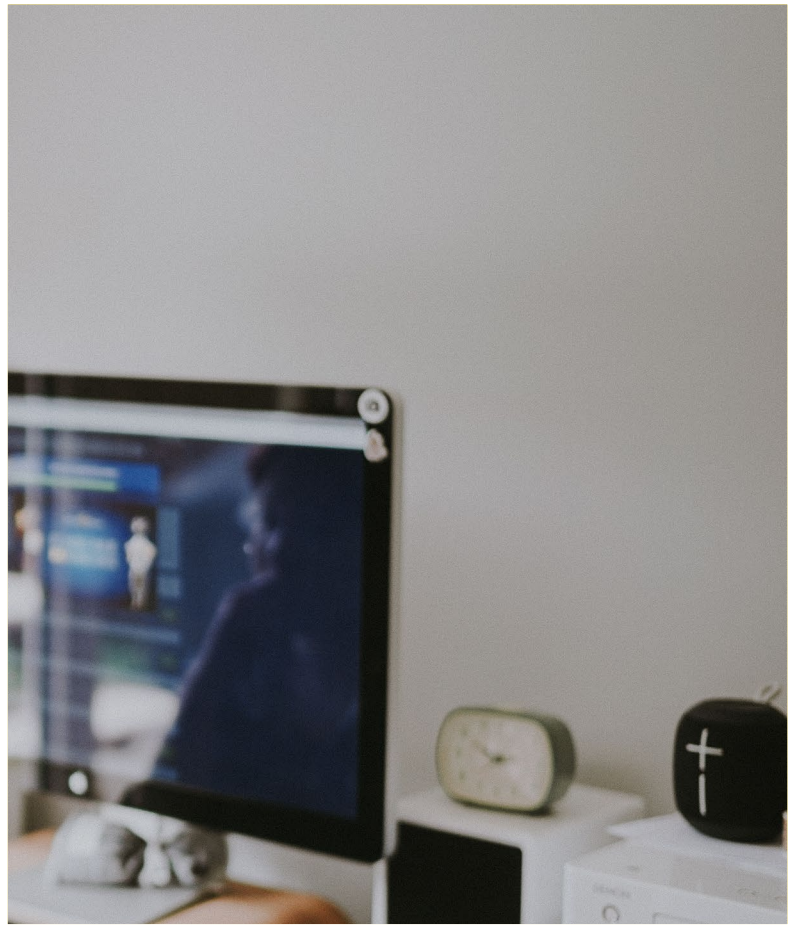
- Education & Job Training
- Employment
- Economic Stability

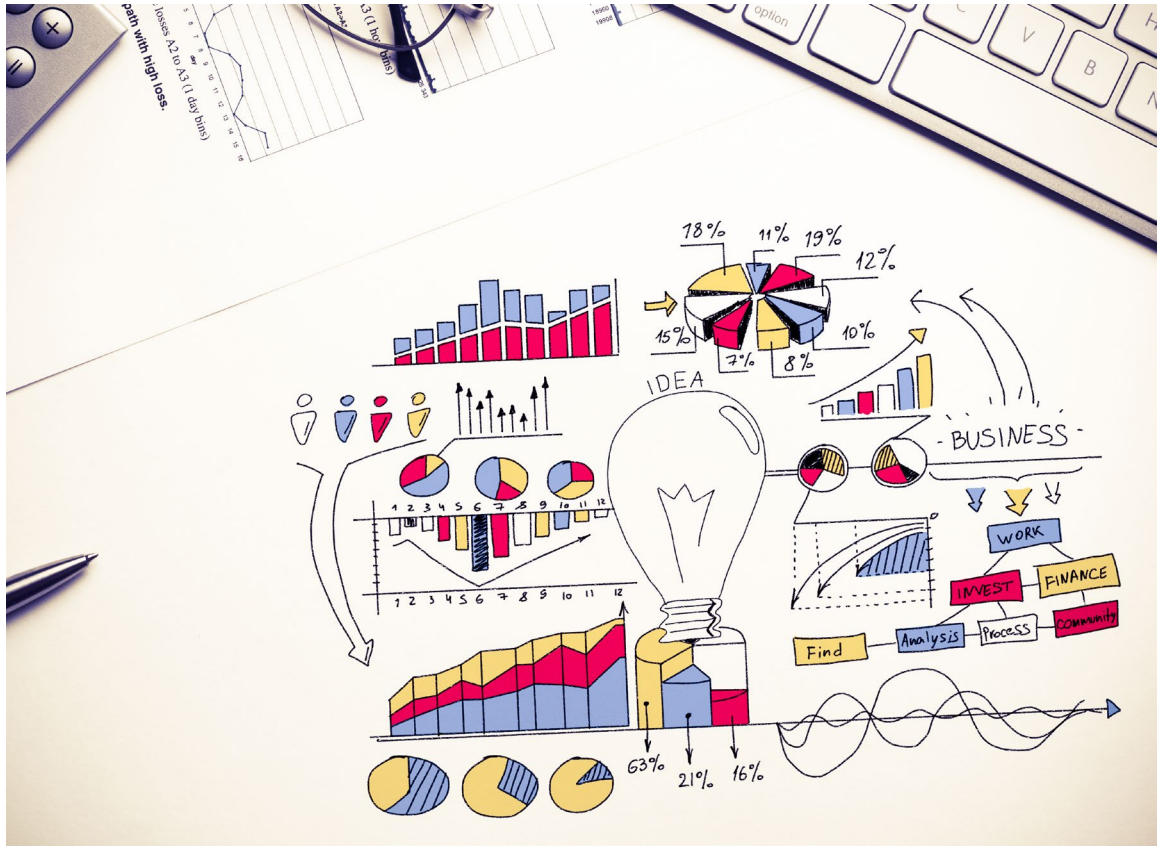
Please note: This is a limited duration pilot program through **June 2026 and/or until the funds are expended**.

HUB FUNDING PURPOSES

Connecting individuals to additional community resources







HUB FUNDING PURPOSES

These funds may be used to resolve issues impacting someone's ability to:

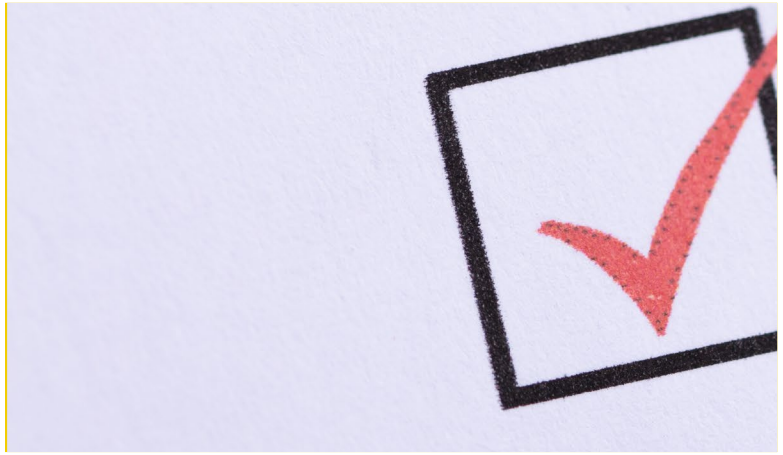
- Access & utilize local workforce system resources & employment supports
- Enter and/or remain enrolled in a training or education program
- Successfully completing a training or education program
- Obtain and/or maintain employment (current or prospective)
- Advance in their career and/or increase their wage

KEY CONTACTS

Hub Coordinator NWFS: TBD
Benefits Navigator NWFS: Abi Sanchez
(assess applications, authorizes funds, coordinates referrals)

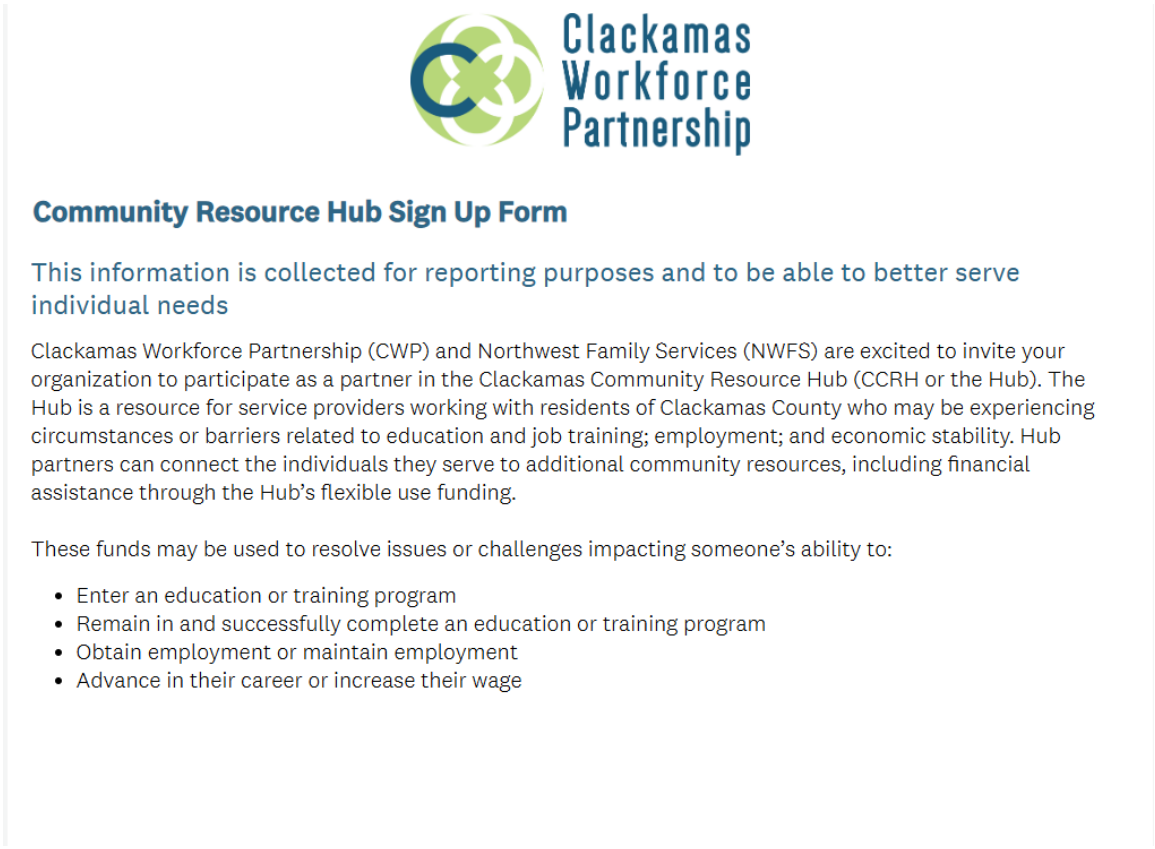
Amanda Wall, Clackamas Workforce Partnership
(for technical support, website, communications & additional materials)

HOW THIS ALL WORKS



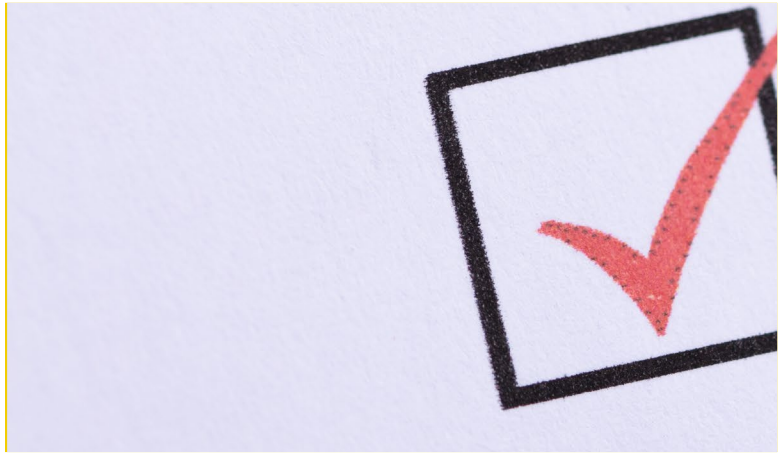
HOW IT WORKS: STEP ONE - PARTNER APPLICATION

- Partner completes enrollment form on behalf of client (or assists)
- Partner is primary point of contact for Hub Coordinator
- Multiple requests can be included on one application
- Client may be new or already receiving services from you



PARTICIPANT APPLICATION

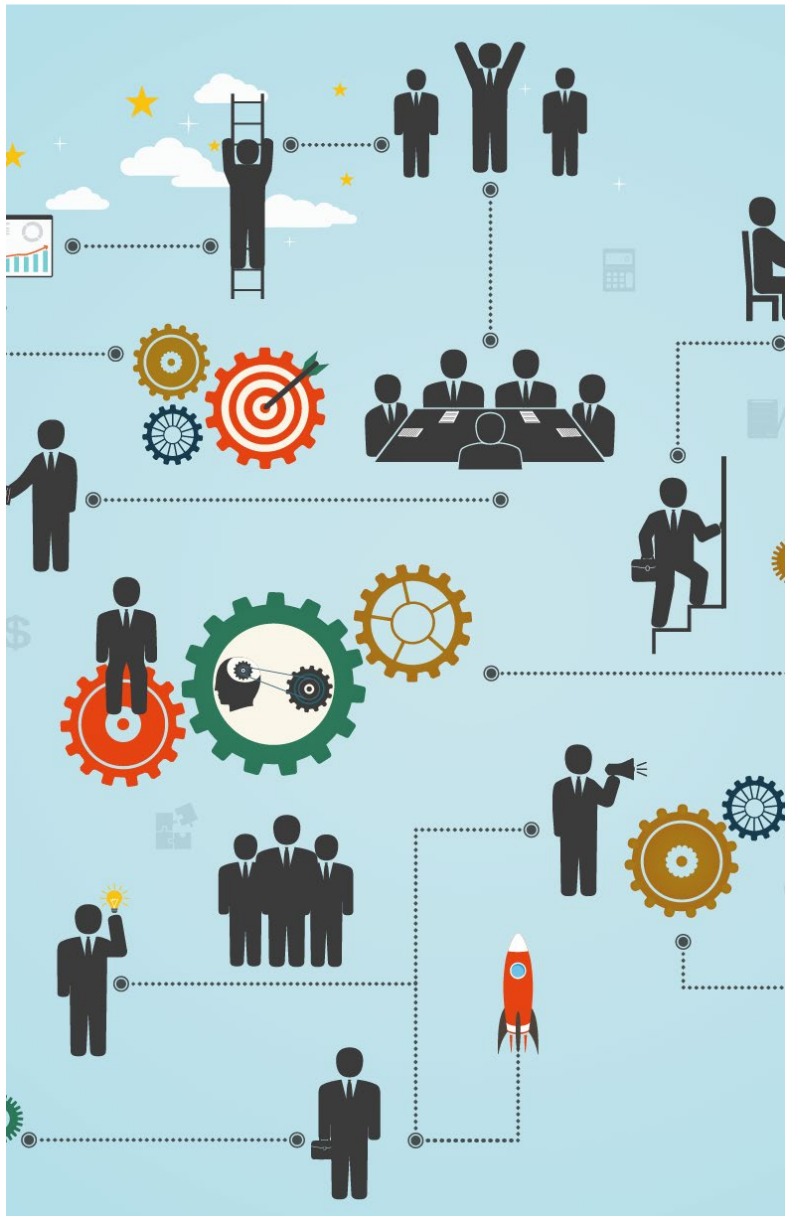
- Sample of the survey page
- Takes participants 5-8 minutes to complete
- Answers can be "undisclosed" and or anonymous, even in required lines
- Materials with a QR code and survey link will be made available to use



HOW IT WORKS: STEP TWO - RESOURCE REVIEW

Hub Coordinator checks for existing community resources:

- Refers to existing resources if available & eligible
- Follows up on referrals & outcomes
- Provides Hub funds if referral fails or barriers (new or additional) exist
- Examples: Lengthy waitlist, will take too long for someone to access resources available etc.



HOW IT WORKS: STEPS 3 & 4

- Hub Coordinator will reach out to the referring Hub partner, to inform them of eligibility status of the request.
- Process approved Hub assistance requests internally
- Requests that can be met by external resources will be referred out
- Coordinator will follow up on referrals, gather data and capture success stories (google survey available through link & QR code for individual participants)
- Payment will be processed
- **Please note:** Resource Hub Coordinator is not a case manager and/or career coach. Please note, upon completion of payment/resource referral, participant will return working with their regular support person.

BASIC ELIGIBILITY FOR THE RESOURCE HUB

WHO IS ELIGIBLE: BASIC CRITERIA

- Age 18 or older
- Legally able to work in the United States
- Currently resides in Clackamas County *
- Referred by Hub partner or community organization

* This includes individuals residing in temporary shelter, such as domestic violence shelters, homeless shelters, temporary housing, housing with family & friends, unhoused but with a useable address or PO Box

ADDITIONAL ELIGIBILITY: THE PARTICIPANT MUST MEET ONE OR MORE OF THE FOLLOWING CRITERIA

Qualifying Program	Qualifying Services
Training and/or Education Program	• Currently enrolled in training/education program & at risk of leaving or failing program, not completing, and/or difficulty participating in program • Interested in & committed to participating in a specific training or program, but unable due to a financial barrier
Support Programs and Workforce Services	• Currently enrolled in employment support program & at risk of unwillingly exiting a program, not completed and/or having trouble participating due to barrier or circumstance • Interested in & committed to participating in a specific employment support program, but unable to do so due to barrier • Interested in accessing employment-related supports & services, but unable to do so
Employment and Employability	• Is unemployed and/or under-employed and interested in employment • Is employed (part or full time) and at risk of losing job due to a barrier/circumstance • Is employed and interested in increasing their income and/or advancing in their career through skills development & training opportunities
Economic Stability	• Is currently involved in and/or interested in 9and committed to) engaging in activities, programs, or services that lead to, promote, and sustain economic stability

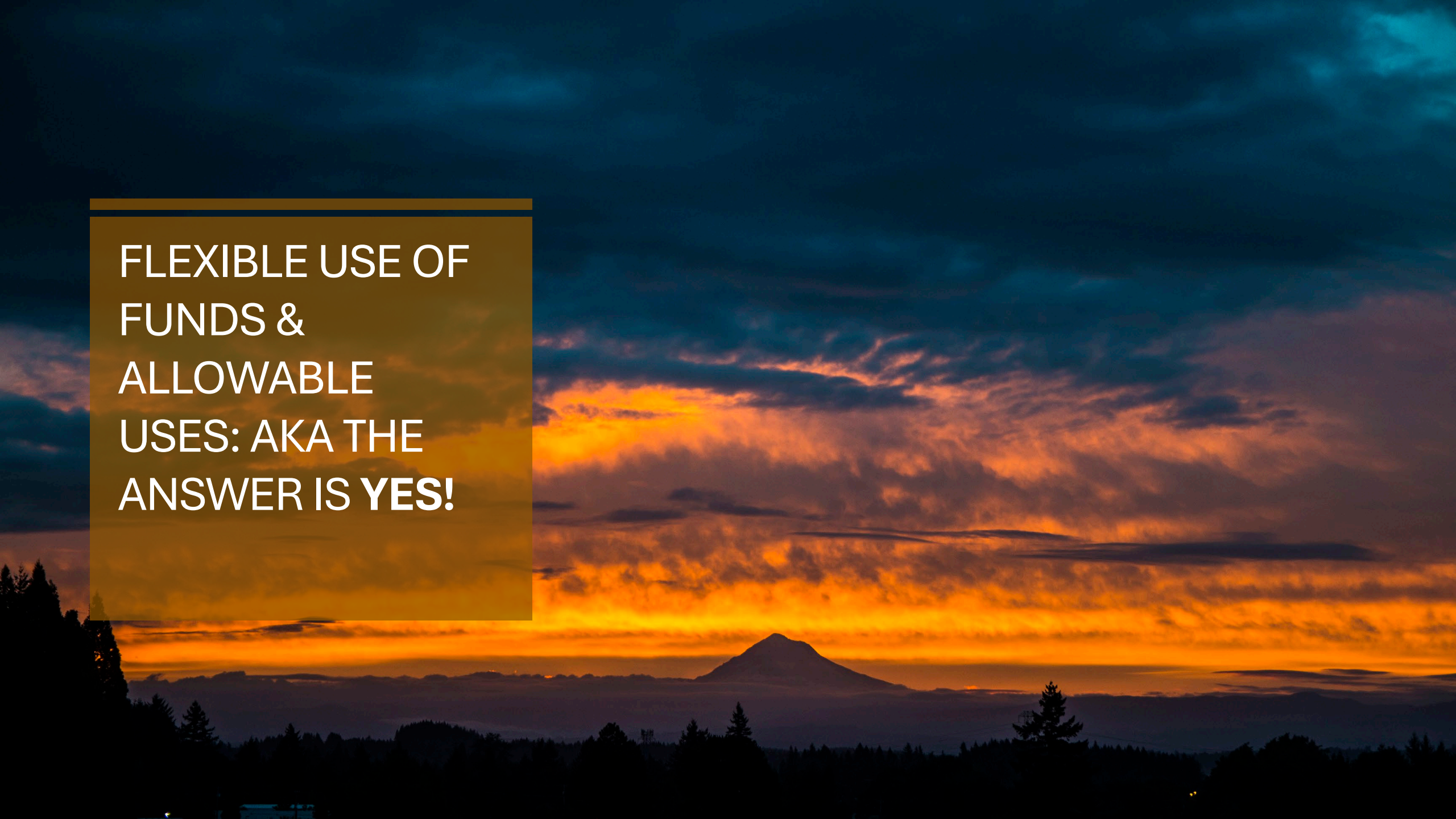
FUNDING LIMITS & RESTRICTIONS ON SERVICES

FUNDING LIMITS

- Maximum of $800 per individual through June 30, 2026 and/or when the grant dollars are expended
- One payment, multiple requests on one form, or multiple applications
- Full $800 may not be available if funds are depleted
- Flexible funds are last resource when all other resources are exhausted (aka: think safety net!)

RESTRICTED USE OF FUNDS: SERVICES MAY NOT BE USED FOR:

- Child Support
- Fines or Citations
- State or Federal income taxes owed
- Retribution
- Bad debts (debts determined to be uncollectable), including losses arising from past due bills
- Reinstitution of driver's licenses (if suspended for violation or fines)
- Anything illegal under any Federal, State, local or municipal laws or statue
- Tobacco, Alcohol and/or Cannabis Products


FLEXIBLE USE OF FUNDS & ALLOWABLE USES: AKA THE ANSWER IS **YES!**

ELIGIBLE USE OF FUNDS VIA THE COMMUNITY RESOURCE HUB

- Legal Aid Services (aka $33 fee at expungement clinic)
- Housing Security & Utility Assistance
- Transportation Assistance
- Personal Identification
- Technology
- Financial Wellness
- Training and/or Education Programs
- Employment Supports Programs & Workforce Services
- Employment & Employability
- Economic Stability

PARTNER RESPONSIBILITIES

PARTNER RESPONSIBILITIES AS A MEMBER OF “THE HUB”

As a partner, you will enter into a Partnership Agreement that outlines our shared commitments and establishes a formal connection between you and the Resource Hub

- **Resource Referrals and Coordination**
  - Identify 2 organizational points of contact
  - Refer eligible clients to Hub, provide organizational one pager to Hub for additional coordination of services
  - Assist with enrollment form completion
  - Support data collection & success stories
- **Branding and Visibility**
  - Provide logo for Hub materials
  - Include Hub link/information on your website
  - Promote via social media and community outreach
  - Share success stories and testimonials
- **Information-Sharing and Event Participation**
  - Participant in 4 monthly partner meetings (February – May)
  - Present or facilitate at relevant forums as agreed
  - Maintain ongoing communication and collaboration

NEXT STEPS & THANK YOU FOR PARTNERING!

- Review Hub Materials & Enrollment Process
- Identify your organizational contacts & points of contact
- Plan how to integrate Hub referrals into your workflow
- Begin promoting the Hub to eligible clients

KEY CONTACTS

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