



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: October 15, 2024

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Arizona Housing Coalition, Inc.

***Project Title/Description:**

Bolstering Supportive Housing Now; High Impact Rural Supports & Statewide Capacity Buildings

***Purpose:**

On June 6, 2023, the Board of Supervisors accepted a joint subrecipient award between Community & Workforce Development (CWD) and the Department of Justice Services (DJS) to sustain various strategies and programs to address chronic homelessness. The Board of Supervisors' approval is requested for minor and routine modifications to the approved grant budget. The County requests to move funds among approved line items (\$45,000, 15% of the total budget) to allow additional client support at the Emergency Eviction Legal Services (EELS) Emergency Housing facility. This reallocation will allow CWD to continue to fully staff the facility through the end of the calendar year and provides critical additional supportive services for clients as they transition to sustainable permanent housing. Since grant inception, 386 individuals have received services under the EELS program.

The transfer between approved line items will aid in providing additional services. The project period, authorized expenses and line items, total award, and scope remain unaltered.

***Procurement Method:**

Grant award amendment did not require PCAO's review or signature.

***Program Goals/Predicted Outcomes:**

The partnership between CWD and DJS continues to serve those experiencing homelessness by offering transitional programs and services with client-power-driven sustainable components. DJS efforts focus on reducing justice involvement, increasing court appearances and public safety, and coordinating housing entry for justice-involved individuals. CWD provides emergency housing, legal services, and other resources to individuals and families facing eviction and homelessness through the EELS program.

***Public Benefit:**

Pima County residents will benefit from this grant budget modification by continuing to have access to the resources demonstrated to have the highest need. DJS will continue to providing services to increase accessibility to court appointments and housing and promote communication with justice system agencies. CWD will continue to partner with local Justice Courts and Constables to identify households for whom eviction is imminent, and provide services at its transitional housing facility.

***Metrics Available to Measure Performance:**

Grantor continues to monitor the project and performance through bi-monthly reports.

***Retroactive:**

No. The Coalition approved the amendment on September 19, 2024, but this modification will not be effective until approved.

6 ml agmm's
9/27/24

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No
If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Amendment No.: _____ AMS Version No.: _____
Commencement Date: _____ New Termination Date: _____
Prior Contract No. (Synergen/CMS): _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease

Is there revenue included? ☐ Yes ☐ No If Yes \$ _____

Amount This Amendment: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☒ Amendment

Document Type: Grant Amendment Department Code: JS Grant Number (i.e., 15-123): 65860
Commencement Date: 4/30/2023 Termination Date: 12/31/2024 Amendment Number: 2
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** US Department of Treasury (ARPA Funds) pass through Arizona Housing Coalition

***Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Match funding from other sources?** ☐ Yes ☒ No If Yes \$ _____ % _____

***Funding Source:** _____

***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**
Funds passed through to Pima County from Arizona Housing Coalition

Contact: McKenzie Derfus

Department: Justice Services

Telephone: 520-724-9933

Department Director Signature: Kas

Date: 9/25/2024

Deputy County Administrator Signature: J. Derfus

Date: 9-27-24

County Administrator Signature: J. Derfus

Date: 9/27/2024

From: Nicole Newhouse Thursday, September 19, 2024 2:01 PM
Sent: McKenzie Derfus
To: Budget modification is approved
Subject:

CAUTION: This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.



McKenzie,

Nicole Newhouse has sent you files.

Message from Nicole

Your budget modification has been approved

Open

Expires 03/18/2025

Need help? We're here for you.
Visit sharefile.com/support and look for "Start chat."



Arizona
Department
of Housing

Budget					
Recipient		Pima County		Date	7/25/2024
Contract No./File No.		Contract Period: from 4/30/2023 to 12/31/2024		Revision No.	2
Activity		From Crowd to Home			
Recipient Address		201 N. Stone, F12		City	Tucson
Contact Person		Cynthia Chapman		Fax	
Phone		520-724-9933		Email	cynthia.chapman@pima.gov
Program Specialist		Email		Zip Code	85701
				County	Pima
a					
Budget Line Item or Activity No.		c	d	e	
		Original Budget	Modification Date of Request 7/25/2024	Comments/Narrative	
Personnel*		\$43,000.00	\$62,000.00	Reallocation allows EELS program to fully staff project through end of calendar year.	
Benefits and Taxes*		\$15,050.00	\$21,050.00	Reallocation allows EELS program to fully staff project through end of calendar year.	
Employee Benefits and Taxes		\$0.00	\$0.00		
Travel/Meetings (Agency)		\$0.00	\$0.00		
Equipment		\$0.00	\$0.00		
Supplies (goods)		\$0.00	\$0.00		
Contractual*		\$90,000.00	\$60,000.00	Reallocation allows additional client support in personnel, transportation, and supportive services budget categories	
Operating Expense (phone, postage, printing, advertising, etc.)*		\$1,000.00	\$1,000.00		
Occupancy (rent, utilities, building & facilities, maintenance)		\$0.00	\$0.00		
Client Transportation*		\$1,950.00	\$7,500.00	Provides additional support for client transportation to work, appointments, and job and housing searches.	
Housing Stabilization (move in/moving costs, deposits, household goods, etc.)		\$70,000.00	\$63,500.00	Newly awarded grant funding for this item allows program to reallocate funds to areas of greater need.	
Supportive Services (child care, food, employment assistance/job related, legal services, etc.)*		\$4,000.00	\$18,450.00	Provides additional move-on support for clients moving into sustainable housing.	
Other Expenses*		\$45,000.00	\$45,000.00		
Admin (not to exceed 10% of total request)		\$30,000.00	\$21,500.00	*Admin/indirect costs recalculated based on the federal regulatory definition of Modified Total Direct Cost (MTDC) definition.	
Total		\$300,000.00	\$300,000.00		

DocuSigned by:

REV. 8-2013

Nicole Newhouse

9/19/2024

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approved by: