



# BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: 04/02/2024

\* = 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 and 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 (10% of the total budget - \$30,000) to support and expand the impact of the County Accessibility Linkage Lines (CALL) program. Through CALL, the Pima County Transition Center and justice system partners continue to provide services to justice-involved individuals experiencing homelessness. Since the grant's inception, 132 individuals have received service under the CALL program.

The transfer between approved line items will aid in providing additional services under CALL, as the community need exceeds initial expectations and allotment. The project period, authorized expenses and line items, total award, and scope remain unaltered.

**\*Procurement Method:**

Not Applicable.

**\*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 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 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.

**\*Metrics Available to Measure Performance:**

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

**\*Retroactive:**

Yes, the County requested a budget modification to the funder on February 5, 2024. Formal approval was granted on March 7, 2024. Expenditures will initiate if the budget is approved. If not approved, the County will not be able to allocate additional resources toward the services needed most by the community.

6MSE approved  
3/14/24  
*(Signature)*

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

Amount This Amendment: \$ \_\_\_\_\_

Is there revenue included? Yes No If Yes \$ \_\_\_\_\_

\*Funding Source(s) required: \_\_\_\_\_

Funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Grant/Amendment Information (for grants acceptance and awards)

Award Amendment

Document Type: GTAM Department Code: JS Grant Number (i.e., 15-123): 24\*056

Commencement Date: 4/30/2023 Termination Date: 12/31/2024 Amendment Number: 1

Match Amount: \$ 0 Revenue Amount: \$ 0

\*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 are being passed through to the County from AZ Housing Coalition

Contact: McKenzie Derfus

Department: Justice Services

Telephone: 520-724-9933

Department Director Signature: [Signature]

Date: 3/11/2024

Deputy County Administrator Signature: [Signature]

Date: 3/15/2024

County Administrator Signature: [Signature]

Date: 3/15/2024

**From:** [McKenzie Derfus](#)  
**To:** [Teresa Glantz](#)  
**Cc:** [grants portal](#); [Jennifer Dangremond](#); [Mayra Ramos](#); [Cynthia Chapman](#)  
**Subject:** Revised Budget Request- Pima County Crowd-to-Home grant  
**Date:** Monday, February 5, 2024 3:27:00 PM  
**Attachments:** [image001.jpg](#)  
[ARPA Budget Modification 2.5.24.xlsx](#)

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Good afternoon,

This email serves as the formal request for a budget revision for the Pima County Crowd-to-Home Grant. Please see the attached budget modification request to move \$30,000 (10% of the total budget) from the approved line item "Contractual" to the approved line item "Other Expenses."

The transfer between approved line items will aid in purchasing additional phones/services for the population served under this grant. The request is not for a new expense and is already approved within the "Other Expenses" line item. The need for phones for those experiencing homelessness has exceeded our expectations. The full line-item allotment is almost fully expended, and we anticipate being able to spend the additional funding by the end of the grant period. All award terms and conditions remain as previously identified. Project performance and scope will not be impacted.

Please let us know if you have any questions. Thank you for considering this request,

**McKenzie Derfus**

*Contract Coordinator I*

Department of Justice Services, Pima County

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Tucson, AZ 85701

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Cell: 520-354-8739

**Justice Services**



**From:** [Teresa Glantz](#)  
**To:** [McKenzie Derfus](#); [Jen Dangremond](#)  
**Subject:** Re: Revised Budget Request- Pima County Crowd-to-Home grant  
**Date:** Thursday, March 7, 2024 10:40:13 AM  
**Attachments:** [image001.jpg](#)

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**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.

Hi McKenzie,

Please let this serve as notice that your budget modification has been submitted to the state and is approved.

Thank you,

Teresa Glantz

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