



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: May 18, 2021

*\* = Mandatory, information must be provided*

or Procurement Director Award ☐

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

U.S. Department of Housing and Urban Development

**\*Project Title/Description:**

U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program - La Casita

**\*Purpose:**

HUD awarded \$209,127.00 for the Pima County La Casita Transitional Housing Program, which is one of four HUD Continuum of Care (CoC) housing programs administered by Pima County. The La Casita program provides transitional housing and employment assistance with supportive services to move youth, ages 18-24, who are experiencing homelessness toward self sufficiency. Tucson Preparatory School is a subrecipient to the grant.

Indirect cost: 10% de minimis.

Attachments: AZ0032L9T012013 La Casita Scope of Work and Resolution for the Approval of HUD CoC 2021 Renewal Grant Agreement

**\*Procurement Method:**

Not applicable

**\*Program Goals/Predicted Outcomes:**

The goal is to provide housing stability and full-time employment opportunities for youth experiencing homelessness in Pima County.

**\*Public Benefit:**

The program reduces the number of youth experiencing homelessness in Pima County.

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

The program produces an annual performance report in the Homeless Management Information System.

**\*Retroactive:**

No.

GMI Approved 4-30-21 LLS  
Revised 5/2020

**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 or ☐ 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: GTAW Department Code: CR Grant Number (i.e., 15-123): 21-128  
 Commencement Date: 7/1/21 Termination Date: 6/30/22 Amendment Number: \_\_\_\_\_  
☒ Match Amount: \$ 52,281.75 ☒ Revenue Amount: \$ 209,127.00

**\*All Funding Source(s) required:** U.S. Department of Housing and Urban Development

**\*Match funding from General Fund?** ☒ Yes ☐ No If Yes \$ 52,281.75 % 25

**\*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)?**

Directly from U.S. Department of Housing and Urban Development

Contact: Rise HartDepartment: Community & Workforce DevelopmentTelephone: 724-5723Department Director Signature/Date: [Signature] 4/23/2021

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date: C. DeLuca 4/29/21

(Required for Board Agenda/Addendum Items)

RESOLUTION 2021 - \_\_\_\_

**RESOLUTION OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA  
AUTHORIZING THE APPROVAL OF THE CONTINUUM OF CARE “SCOPE OF WORK  
FOR FISCAL YEAR 2021 RENEWAL GRANT AGREEMENT” FROM THE U.S.  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”)**

**The Board of Supervisors of Pima County, Arizona finds:**

1. Pima County (“County”), through its Department of Community & Workforce Development (“CWD”), administers several federal and local grant programs to benefit people experiencing homelessness in Pima County.
2. The local Continuum of Care (“CoC”), which is the HUD mandate community-based coalition tasked with developing strategies to end homelessness in Pima County.
3. CWD has administered the La Casita grant since 2000 and has renewed it annually through HUD’s competitive Continuum of Care Notice of Funding Availability process.
4. The CoC has determined that it is the best interests of the homeless community and service providers for County to continue to administer the La Casita Program in Pima County.
5. On September 30, 2019 Pima County submitted a renewal application to the U.S. Department of Housing and Urban Development (“HUD”) for Continuum of Care (“CoC”) funds for fiscal years FY 2020-2021 to assist homeless youth.
6. On January 29, 2021, HUD issued a “Fiscal Year (FY) 2020 Continuum of Care (CoC) Program Non-Competitive Funding Notice” for fiscal years FY 2021-2022, to non-competitively renew for one 12-month period certain existing CoC program-funded projects.
7. On April 15, 2021, HUD issued the “CONTINUUM OF CARE SCOPE OF WORK” awarding County, as Grantee, \$209,127 under Federal Grant No. Federal Grant No. **AZ0032L9T012013** for FY 2021-2022. Tucson Preparatory School is a subrecipient to the grant.
8. In order to receive the FY 2021-2022 La Casita Renewal Grant Funds on behalf of the CoC, County must execute the “CONTINUUM OF CARE SCOPE OF WORK” attached to this Resolution as **Exhibit A**. This is the only document that HUD will issue related to the provision of these La Casita grant funds.
9. It is in the best interests of the residents of Pima County, to accept the FY 2021-2022 La Casita renewal grant funds being provided under Federal Grant No. **AZ0032L9T012013**.

**NOW, THEREFORE, BE IT RESOLVED:**

- A. The Chair of the Pima County Board of Supervisors is authorized to sign the “CONTINUUM OF CARE SCOPE OF WORK” (Federal Grant No. **AZ0032L9T012013**) accepting the FY 2021-2022 renewal grant funds for La Casita operations (“the CoC Renewal Grant”).
- B. The Director of CWD or his designee is authorized and directed to, on behalf of the Pima County Board of Supervisors, electronically enter acceptance of the CoC Renewal Grant as directed by HUD.

- C. The Chair is authorized to execute, as necessary, all applicable federal documents associated with the CoC Renewal Grant, including but not limited to, required HUD budget forms and descriptive grant narratives.
- D. The Director of CWD or his designee is authorized and directed, on behalf of the Pima County Board of Supervisors, to submit any such documents to HUD, including completing any electronic approvals and submissions required by HUD.

Passed and adopted, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Chair, Pima County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read "Stacey", is placed over a light blue rectangular background.

\_\_\_\_\_  
Stacey Roseberry, Deputy County Attorney



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
San Francisco Regional Office One Sansome Street, Suite 1200  
San Francisco, CA 94104-4430

**Grant Number (FAIN): AZ0032L9T012013**  
**Tax ID Number: 86-6000543**  
**DUNS Number: 033738662**

**CONTINUUM OF CARE PROGRAM (CDEA# 14.267)**  
**GRANT AGREEMENT**

This Grant Agreement ("this Agreement") is made by and between the United States Department of Housing and Urban Development ("HUD") and Pima County (the "Recipient").

This Agreement, the use of funds provided under this Agreement (the "Grant" or "Grant Funds"), and the operation of projects assisted with Grant Funds are governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the "Act"), the Continuum of Care Program rule at 24 CFR part 578 (the "Rule"), as amended from time to time, and the Fiscal Year (FY) 2020 Continuum of Care (CoC) Program Non-competitive Funding Notice, Notice CPD-21-01. Capitalized terms that are not defined in this Agreement shall have the meanings given in the Rule.

Only the project (those projects) listed below are funded by this Agreement. HUD's total funding obligation for this grant is \$209,127, allocated between the projects listed below and, within those projects, between budget line items, as shown below.

<b>Project No.</b>	<b>Grant Term</b>	<b>Budget Period/Performance Period</b>	<b>Total Amount</b>
AZ0032L9T012013	12 months	07-01-2021 to 06-30-2022	\$209,127

**allocated between budget line items as follows:**

a. Continuum of Care planning activities	\$0
b. Leasing	\$0
c. Rental assistance	\$80,352
d. Supportive Services	\$116,009
e. Operating costs	\$0
f. Homeless Management Information System	\$0
g. Administrative costs	\$12,766
h. Relocation costs	\$0
i. HPC homelessness prevention activities:	
Housing relocation and stabilization services	\$0
Short-term and medium term rental assistance	\$0

## **Pre-award Costs for Continuum of Care Planning**

The Recipient may, at its own risk, incur pre-award costs for continuum of care planning awards, after the date of the HUD selection notice and prior to the start date of the award budget period/performance period, if such costs: a) are consistent with 2 CFR 200.458; and b) would be allowable as a post-award cost; and c) do not exceed 10 percent of the total funds obligated to this award. The incurrence of pre-award costs in anticipation of an award imposes no obligation on HUD either to make the award, or to increase the amount of the approved budget, if the award is made for less than the amount anticipated and is inadequate to cover the pre-award costs incurred.

### **These provisions apply to all Recipients:**

The Agreement constitutes the entire agreement between the parties, and may be amended only in writing executed by HUD and the Recipient.

The budget period/performance period of renewal projects funded by this Agreement will begin immediately at the end of the budget period/performance period (or final operating year for Supportive Housing Program (SHP) and Shelter Plus Care (S+C) grants being renewed for the first time) under the grant agreement being renewed. Eligible costs incurred between the end of Recipient's budget period/performance period (or final operating year for SHP and S+C grants being renewed for the first time) under the grant agreement being renewed and the date this Agreement is executed by both parties may be reimbursed with Grants Funds from this Agreement. No Grant Funds for renewal projects may be drawn down by Recipient before the end date of the project's budget period/performance period (or final operating year for SHP and S+C grants being renewed for the first time) under the grant that has been renewed.

The Recipient must complete the attached "Indirect Cost Rate Schedule" and return it to HUD with this Agreement. The Recipient must provide HUD with a revised schedule when any change is made to the rate(s) included in the schedule. The schedule and any revisions HUD receives from the Recipient will be incorporated into and made part of this Agreement, provided that each rate included satisfies the applicable requirements under 2 CFR part 200 (including appendices).

This Agreement shall remain in effect until the earlier of 1) written agreement by the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the budget period/performance period for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of Grant Funds for all projects funded under this Agreement.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Recipient's applicant profile in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

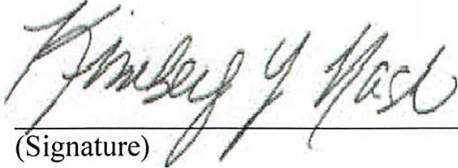
The Agreement constitutes the entire agreement between the parties and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

**UNITED STATES OF AMERICA,  
Secretary of Housing and Urban Development**

By:



(Signature)

Kimberly Y Nash, Director

(Typed Name and Title)

April 15, 2021

(Date)

**RECIPIENT**

Pima County

(Name of Organization)

By:

(Signature of Authorized Official)

Sharon Bronson, Chair Pima County Board of Supervisors

(Typed Name and Title of Authorized Official)

(Date)

**APPROVED AS TO CONTENT**



Community & Workforce Development  
Andrew Flagg, Deputy Director

**APPROVED AS TO FORM**



Stacey Roseberry, Deputy County Attorney



## INDIRECT COST RATE SCHEDULE

Agency/Dept./Major Function	Indirect cost rate	Direct Cost Base
Pima County	10 %	Using Modified Total
	%	Direct Costs as the base
	%	
	%	

This schedule must include each indirect cost rate that will be used to calculate the Recipient's indirect costs under the grant. The schedule must also specify the type of direct cost base to which each included rate applies (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rate information for subrecipients.

For government entities, enter each agency or department that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414), and the type of direct cost base to which the rate will be applied.

For nonprofit organizations that use the Simplified Allocation Method for indirect costs or elects to use the de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 CFR §200.414, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

For nonprofit organizations that use the Multiple Base Allocation Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

To learn more about the indirect cost requirements, see 24 CFR 578.63; 2 CFR part 200, subpart E; Appendix IV to Part 200 (for nonprofit organizations); and Appendix VII to Part 200 (for state and local governments).