



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

☐ Award ☐ Contract ☒ Grant

**Requested Board Meeting Date:** 9/5/2023

*\* = 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:**

Housing Opportunities for Persons with AIDS ("HOPWA") Program

**\*Purpose:**

The Department of Housing and Urban Development (HUD) awarded the County \$1,355,770 for the Housing Opportunities for Persons With AIDS (HOPWA) Program. HOPWA provides housing assistance and support services for people living with HIV/AIDS. Program has experienced delays in spending due to staffing shortages, as well as rising costs of materials and supplies associated with operational expenses. This amendment is to reallocate funds from rental assistance to operations, and to extend the term from 8/16/2023 to 9/30/2023 to allow for funds to be fully expended. This amendment will not lower the total number of households served.

There are no additional funds being added to this amendment.

Indirect cost: 10%.

Attachments: AZ-H200003 Grant Amendment

**\*Procurement Method:**

Not applicable to grant awards.

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

By close of program year, HOPWA will have prevented homelessness by providing three years of funding for the operational costs for 10 dedicated units of housing, as well as provided 57 households with at least one household member diagnosed with HIV/AIDS with rental and case management support.

**\*Public Benefit:**

The program reduces the number of families and individuals living with HIV/AIDS in Pima County to become homeless.

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

Annual Progress Reports are submitted to HUD within ninety (90) days of the end of each 12-month operating period.

**\*Retroactive:**

No.

GMI Approves  
AF 8/17/23

**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: CR Grant Number (i.e., 15-123): 24-017  
 Commencement Date: 8/17/2020 Termination Date: 9/30/2023 Amendment Number: 2

☐ Match Amount: \$ \_\_\_\_\_ ☒ Revenue Amount: \$ 0.00

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

\*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)?

Contact: Rise Hart/Jenifer Darland

Department: Community & Workforce Development

Telephone: 724-5723/724-7312

Department Director Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Deputy County Administrator Signature: \_\_\_\_\_

Date: \_\_\_\_\_

County Administrator Signature: \_\_\_\_\_

Date: \_\_\_\_\_



U.S. Department of Housing and Urban Development  
San Francisco Regional Office – Region IX  
One Sansome Street, Suite 1200  
San Francisco, CA 94104-4430  
[www.hud.gov](http://www.hud.gov)  
[espanol.hud.gov](http://espanol.hud.gov)

August 8, 2023

Mr. Daniel Sullivan, Director  
Pima County, Community Workforce & Development  
2797 E. Ajo Way  
Tucson, AZ 85713  
Via e-mail: [Daniel.Sullivan@pima.gov](mailto:Daniel.Sullivan@pima.gov)

Dear Mr. Sullivan,

**SUBJECT:** Grant Term Extension and Budget Modification Request  
Project Number: AZ-H200003  
Operating Year: August 17, 2020 – August 16, 2023  
Housing Opportunities for People With AIDS (HOPWA) Program

On April 19, 2023, Pima County submitted a grant amendment request dated April 17, 2023, to extend the period of performance until September 30, 2023, for Project Number AZ-H200003. Pima County has advised HUD that the extension is needed to continue to support and provide housing opportunities and needed services for people with AIDS. After a review of the grant agreement and this request, HUD determined that the initial term for the project should have been set at 36 months, beginning August 17, 2020, with an expiration date of August 16, 2023. Because the performance period of the grant term is changing, it is necessary to execute an amendment to the original grant agreement to make this correction.

HUD has reviewed this change and determined that it would not impact the ranking of the grant. The modification to the grant term is approved as follows:

<b>Grant Agreement</b>	<b>Current</b>	<b>Change</b>	<b>Revised</b>
<b>Grant Term End Date</b>	08/16/2023	+ 45 days	09/30/2023

In addition, Pima County's grant amendment request included a request to amend the project Budget Line Items (BLI) to further assist program participants by decreasing the tenant-based rental assistance and supportive service line items and increasing operating cost line items. Because the parties are desirous of amending the Grant Agreement to shift more than 10% from one eligible activity to another, it is necessary to execute an amendment to the original grant agreement. Pima County guarantees the budget amendment will not change, or impact, the project's target population, number of households served, performance, or outcomes as a result.

The modification to the grant budget is approved as follows:

AZ-H200003			
Budget Line Item	Original Award	Modification Requested	Revised Amount
Operating Costs	\$ 250,628.00	\$ 65,000.00	\$ 315,628.00
Support Services	\$ 177,902.00	\$ (30,000.00)	\$ 147,902.00
Tenant Based Rental Assistance	\$ 794,510.00	\$ (35,000.00)	\$ 759,510.00
Project Sponsor Admin	\$ 92,057.00	\$ -	\$ 92,057.00
Project Grantee Admin	\$ 40,673.00	\$ -	\$ 40,673.00
Total For FY 2020/2023	\$ 1,355,770.00	\$ -	\$ 1,355,770.00

Enclosed is the "Amendment to the Housing Opportunities For Persons with AIDS Grant Agreement", which will amend the grant upon execution by both parties. The agreement must be signed, dated, and returned within ten days from the date of receipt to:

U.S. Department of Housing and Urban Development  
San Francisco Regional Office  
Community Planning and Development Division, 9AD  
[SFCPDMail@hud.gov](mailto:SFCPDMail@hud.gov)

If Community Partnerships of Southern Arizona has any questions, please contact Ra'Chel'Ni Mar'Na, Senior Community Planning and Development Representative, by e-mail at [Rachelni.R.Marna@hud.gov](mailto:Rachelni.R.Marna@hud.gov).

Sincerely,

**ALICE  
WALKUP**

Digitally signed by ALICE WALKUP  
DN: CN = ALICE WALKUP, O = U.S. Government, OU = Department of  
Housing and Urban Development, Office  
of Community Planning and Development  
Date: 2023.06.08 16:14:48 -0700

Alice Walkup  
Director  
Community Planning and  
Development Division

Enclosures



**Grant Number: AZ-H200003**

**Tax ID Number: 86-6000543**

**UEI Number: EB6GYJCZD48**

**Operating Start Date: August 17, 2020 – August 16, 2023**

**AMENDMENT TO THE HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS  
GRANT AGREEMENT  
PIMA COUNTY, ARIZONA**

This amendment to the Grant Agreement is made by and between the United States Department of Housing and Urban Development (HUD) and Pima County (the Recipient), whose business address is 2797 East Ajo Way, Tucson, Arizona 85713-6223, and whose Tax ID number is 86-6000543, for HOPWA-C Program Project Number AZ-H200003 located at 2797 East Ajo Way, Tucson, Arizona 85713-6223.

**RECITALS**

1. HUD and the Recipient entered into a HOPWA-C Program Agreement dated August 17, 2020, Grant Number AZ-H200003, which expires August 16, 2023 (the Grant Agreement).
2. The parties are desirous of amending the Grant Agreement to shift more than ten percent (10%) from one eligible activity to another for Grant Number AZ-H200003 to decrease Tenant Based Rental Assistance and Supportive Services budget line items and increase Operating Costs Budget Line items to provide the operational costs associated with ten (10) housing units owned and operated by the Project Sponsor, Southern Arizona AIDS Foundation (SAAF) to fully expend grant funds for eligible activities and maintain and ensure safe living environments for eligible households. Pima County and SAAF guarantee that no changes to the project's target population or performance and outcomes will decrease as a result of this amendment.
3. HUD and the Recipient are desirous of extending the performance period of the grant through September 30, 2023.
4. The need for assistance provided by the project continues to exist within the jurisdiction where the project is located.
5. HUD has determined that the change is necessary to better serve eligible persons within the geographic area and to ensure that the priorities established under the Notice of Funding Availability are met.

**AGREEMENTS**

HUD's total funding obligation for this grant remains the same, however, the funds and grant term for Pima County Grant Number AZ-H200003 are now allocated as follows:

**1. Budget Amendment**

<b>a. Operating Costs</b>	\$ 315,628.00
<b>b. Support Services</b>	\$ 147,902.00
<b>c. Tenant-Based Rental Assistance</b>	\$ 759,510.00
<b>d. Project Sponsor Admin</b>	\$ 92,057.00
<b>e. Project Grantee Admin</b>	\$ 40,673.00
<b>Total:</b>	<b>\$ 1,355,770.00</b>

**2. Grant Term:**

<b>Grant Agreement</b>	<b>Current</b>	<b>Change</b>	<b>Revised</b>
<b>Grant Term End Date</b>	08/16/2023	+ 45 days	09/30/2023

This Amendment to the Grant Agreement constitutes the entire agreement of the parties as to the amendment of the Grant Agreement and will become effective only upon the execution hereof by all parties. The remaining terms of the Grant Agreement remain in full force and effect.

The parties, on the dates set forth below their respective signatures, hereby execute this Amendment to Grant Agreement, as follows:

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

BY: ALICE WALKUP Digitally signed by ALICE WALKUP  
DN: cn = ALICE WALKUP G = US O = U.S. Government,  
OU = Department of Housing and Urban Development,  
Office of Community Planning and Development  
Date: 2023.08.08 16:17:49 -07'00'

(Signature)

Alice Walkup, CPD Director

(Typed Name and Title)

8/8/2023

(Date)

**RECIPIENT**

Pima County Arizona

(Name of Organization)

BY: \_\_\_\_\_

(Signature of Authorized Official)

Adelita Grijalva, Board of Supervisor Chair  
(Typed Name and Title of Authorized Official)

\_\_\_\_\_  
(Date)

**ATTEST:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title