



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

Award  Contract  Grant

Requested Board Meeting Date: April 6, 2021

\* = Mandatory, information must be provided

or Procurement Director Award

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

United Way

**\*Project Title/Description:**

Emergency Food and Shelter Program - FEMA Phase 38

**\*Purpose:**

Provide emergency financial assistance to prevent homelessness for rent and mortgage and provide shelter for those that are facing homelessness.

Attachment: FEMA LRO 027200-015

Indirect cost: 10%

**\*Procurement Method:**

Not applicable.

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

To prevent eviction and foreclosure in Pima County. Rental/mortgage assistance: 40 households to be served.

**\*Public Benefit:**

Funding will help alleviate poverty, prevent homelessness, and prevent disruption in the well-being of individuals, children and families as a whole while promoting self-sufficiency to Pima County residents.

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

Emergency Services Network database is used to report the number of households served.

**\*Retroactive:**

Yes. Received the LRO from FEMA on 3/9/21. The negative impact of not approving this amendment is low-income Pima County residents would not receive rent and mortgage assistance.

*G.M. Approved 3/21/21 AS*

**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): 21-133  
Commencement Date: 1/1/20 Termination Date: 10/31/21 Amendment Number: \_\_\_\_\_  
 Match Amount: \$ \_\_\_\_\_  Revenue Amount: \$ 40,057.00

**\*All Funding Source(s) required:** Federal Emergency Management Agency (FEMA)

\*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)?** United Way

Contact: Manira Cervantes  
Department: Community Workforce & Development Telephone: 724-5710  
Department Director Signature/Date: [Signature] 3/29/21  
Deputy County Administrator Signature/Date: [Signature] 29 March 21  
County Administrator Signature/Date: [Signature] 3/31/21  
*(Required for Board Agenda/Addendum Items)*

0272-00 Pima County, AZ

LRO 015

Manira Cervantes  
Pima County Community Action Agency  
2797 E. Ajo Way, 3rd Floor  
Tucson, AZ 85713

LRO ID: 027200-015

RE: Account Status for Phase 38 LRO ID: 027200-015

The funds you are receiving are Federal funds as authorized under Public Law 116-93. The CFDA number for the Emergency Food and Shelter Program is 97.024.

If your LRO is receiving funds for the first time from EFSP, a check will be issued. However, you will need to complete the Electronic Funds Transfer Form (EFT) and submit it to the National Board, along with an original voided check from the account in which your agency wishes to have future funds deposited. EFSP will not issue any future payments to your agency via check. The form can be found on the website once you sign in using your log-in ID and password.

The Second Payment Request/Interim Report may be found on the Emergency Food and Shelter Program (EFSP) website, [efsp.unitedway.org](http://efsp.unitedway.org). You may now access the form and instructions online for submission to your Local Board. After signing in, select **Interim and Second Payment** from the menu on the left side of the screen.

Your Local Board has been notified that a payment has been issued to your LRO. They will also be notified that Second Payment Requests/Interim Reports and EFT Forms are available online for funded LROs.

As of today, our records indicate that your LRO has received the following awards(s) under this phase of the Emergency Food and Shelter National Board Program:

Award Amount	\$40,057.00
Award Adjustments	\$0.00
Award Total	<hr/> \$40,057.00

Your LRO may begin charging expenses against this total as of 01/01/2020. Funds must be expended prior to 10/31/2021.

To date, your LRO has received the following payment(s):

First (EFT E450879)	\$20,028.50
Bank Account ABA# 122101706 Acct# XXXXXXXXXXX4156 Deposited: 03/18/2021	
Payment Total	<hr/> \$20,028.50

Monies still due your LRO: \$20,028.50

Sincerely,

Yvonne Walker  
Vice President