



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

Award Contract Grant

Requested Board Meeting Date: May 1, 2018

* = 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 - Homeless Management Information System

***Purpose:**

Pima County serves as the lead agency for Homeless Management Information System (HMIS), which is a comprehensive database system to track people experiencing homelessness and services provided in Pima County. The HMIS grant provides staff and software to support the community-wide system.

Attachment: GTAW 18-67

***Procurement Method:**

Not applicable to grant awards.

***Program Goals/Predicted Outcomes:**

The collection of data and reports as required by HUD for the Continuum of Care Program.

***Public Benefit:**

HMIS expedites referring people experiencing homelessness with appropriate housing providers and helps reduce the number of people experiencing homelessness.

***Metrics Available to Measure Performance:**

HMIS produces reports on the number of people served, the number of referrals to housing, and the number of people placed in permanent housing.

***Retroactive:**

Yes, received grant agreement from HUD on April 10, 2018.

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Effective 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

***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 22-73.

Amendment / Revised Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Amendment No.: _____ AMS Version No.: _____

Effective 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: CS Grant Number (i.e., 15-123): 18-67

Effective Date: 4/1/18 Termination Date: 3/31/19 Amendment Number: _____

Match Amount: \$ 55,373.00 Revenue Amount: \$ 221,492.00

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

***Match funding from General Fund?** Yes No If Yes \$ 55,373.00 % _____

***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

Department: Community Services Telephone: 724-5723

Department Director Signature/Date: *Charles Long* 4/19/18

Deputy County Administrator Signature/Date: *JWR* 4/24/18

County Administrator Signature/Date: *C. R. D... ..* 4/24/18
(Required for Board Agenda/Addendum Items)

RESOLUTION 2018 - ____

RESOLUTION OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA TO APPROVE THE CONTINUUM OF CARE “SCOPE OF WORK FOR FISCAL YEAR 2018 RENEWAL GRANT AGREEMENT” FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

The Board of Supervisors of Pima County, Arizona finds:

1. Pima County (“County”), through its Department of Community Services, Employment and Training (“CSET”), administers several federal and local grant programs to benefit people experiencing homelessness in Pima County.
2. On June 30, 2017, Pima County submitted a renewal application to the U.S. Department of Housing and Urban Development (“HUD”) for funds to operate the Homeless Management Information System (“HMIS”).
3. The local Continuum of Care (“CoC”) is the HUD-mandated, community-based coalition tasked with developing strategies to end homelessness in Pima County.
4. Pima County is the lead agency for the CoC’s HMIS system.
5. On April 10, 2018, HUD issued the “CONTINUUM OF CARE SCOPE OF WORK” awarding County, as Grantee, \$221,492 for FY 2018-2019 to operate the local HMIS system. (Federal Grant No. AZ0039L9T011709). This is the only document that HUD will issue related to the provision of the funds to the CoC.
6. In order to receive the FY 2018-2019 HMIS 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**.
7. The Board of Supervisors finds that it is in the best interests of the residents of Pima County, to accept the FY 2018-2019 HMIS Renewal Grant Funds.

NOW, THEREFORE, BE IT RESOLVED:

- A. The Chairman of the Pima County Board of Supervisors is authorized to sign the “CONTINUUM OF CARE SCOPE OF WORK” (Federal Grant No. AZ0039L9T011709) to accept the FY 2018-2019 HMIS Renewal Grant Funds.

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B. The Chairman is authorized to execute, as necessary, and CSET will submit all applicable federal documents associated with this CoC grant, including but not limited to, required HUD budget forms and descriptive grant narratives. This authorization may include electronic approval and submission by CSET.

Passed and adopted, this _____ day of _____, 2018.

Chairman, Pima County Board of Supervisors

ATTEST:

APPROVED AS TO FORM

Clerk of the Board



Karen S. Friar, Deputy County Attorney

Tax ID Number: 86-6000543
Grant Number: AZ0039L9T011709
Effective Date:
DUNS Number: 033738662

EXHIBIT A

SCOPE OF WORK for
FY 2017 COMPETITION
(funding 1 project in CoCs with multiple recipients)

1. The project listed on this Scope of Work is governed by the Act and Rule, as they may be amended from time to time. The project is also subject to the terms of the Notice of Funds Availability for the fiscal year competition in which the funds were awarded and to the applicable annual appropriations act.
2. HUD designations of Continuums of Care as High-performing Communities (HPCs) are published in the HUD Exchange in the appropriate Fiscal Years' CoC Program Competition Funding Availability page. Notwithstanding anything to the contrary in the Application or this Grant Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for this grant was designated an HPC for the applicable fiscal year.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is **\$221,492** for project number **AZ0039L9T011709**. If the project is a renewal to which expansion funds have been added during this competition, the Renewal Expansion Data Report, including the Summary Budget therein, in e-snaps is incorporated herein by reference and made a part hereof. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a. Continuum of Care planning activities	\$ <u> 0 </u>
b. UFA costs	\$ <u> 0 </u>
c. Acquisition	\$ <u> 0 </u>
d. Rehabilitation	\$ <u> 0 </u>
e. New construction	\$ <u> 0 </u>
f. Leasing	\$ <u> 0 </u>
g. Rental assistance	\$ <u> 0 </u>
h. Supportive services	\$ <u> 0 </u>
i. Operating costs	\$ <u> 0 </u>
j. Homeless Management Information System	\$ <u>207,572</u>
k. Administrative costs	\$ <u>13,920</u>
l. Relocation costs	\$ <u> 0 </u>
m. HPC homelessness prevention activities:	
Housing relocation and stabilization services	\$ <u> 0 </u>
Short-term and medium-term rental assistance	\$ <u> 0 </u>

Tax ID Number: 86-6000543
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EXHIBIT A

4. The performance period for the project begins **_April 1, 2018_** and ends **_March 31, 2019_**. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.
5. If grant funds will be used for payment of indirect costs, the Recipient is authorized to insert the Recipient's federally recognized indirect cost rates on the attached Federally Recognized Indirect Cost Rates Schedule, which Schedule shall be incorporated herein and made a part of the Agreement. No indirect costs may be charged to the grant by the Recipient if their federally recognized cost rate is not listed on the Schedule.
6. The project has not been awarded project-based rental assistance for a term of fifteen (15) years. Additional funding is subject to the availability of annual appropriations.

UNITED STATES OF AMERICA,
Secretary of Housing and Urban Development

BY: _____
(Signature)

(Typed Name and Title)

(Date)

RECIPIENT

Pima County, Arizona
(Name of Organization)

BY: _____
Richard Elias, Chairman, Pima County Board of Supervisors

(Date)

REQUIRED RECIPIENT SIGNATURES CONTINUED ON NEXT PAGE

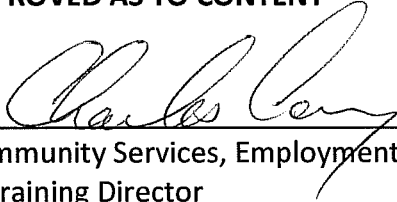
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ATTEST

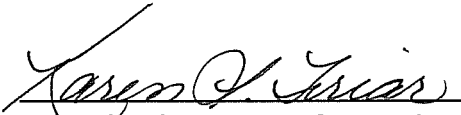
Clerk, Board of Supervisors

APPROVED AS TO CONTENT



Community Services, Employment
& Training Director

APPROVED AS TO FORM



Karen S. Friar, Deputy County Attorney

Tax ID Number: 86-6000543
Grant Number: AZ0039L9T011709
Effective Date:
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FEDERALLY RECOGNIZED INDIRECT COST RATE SCHEDULE

<u>Grant No.</u>	<u>Recipient Name</u>	<u>Indirect cost rate</u>	<u>Cost Base</u>
_____	_____	_____ %	_____