



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: Meeting 01/08/2019

*** = Mandatory, information must be provided**

or Procurement Director Award ☐

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

U.S. Department of Housing and Urban Development, (HUD)

***Project Title/Description:**

HUD has granted Pima County Federal funds for fiscal year (FY) 2018-2019 for the following grant ("Programs") Community Development Block Grant (CDBG) and Emergency Solutions Grant funds (ESG).

The Annual Action Plan (AAP) involves extensive community outreach and public involvement to utilize and ensure effective and efficient use of available HUD, Community Development Block Grant (CDBG) and Emergency Solutions Grant funds (ESG) for eligible activities.

***Purpose:**

HUD has granted Pima County Federal funds for fiscal year (FY) 2018-2019 for the following grant ("Programs") CDBG and ESG. Pima County subsequently made funding recommendations for 46 projects, allocating the complete allocation from the estimated FY 2018-19 HUD funds. Community Development and Neighborhood Conservation (CDNC) staff is directed to submit an Annual Action Plan for 2018-2019 to HUD. The AAP outlines the needs, priorities and strategies for housing, social services and community development programs for Pima County. The AAP also establishes policies and goals for the county. The CDNC Department conducts a year long planning process in preparation of this AAP which describes the proposed projects and activities utilizing CDBG and ESG funds. The GTAWR number is 19*005

***Procurement Method:**

N/A

***Program Goals/Predicted Outcomes:**

Pima County's FY 2018-19 Annual Action Plan (AAP) Programs one-year CDBG and Emergency Solutions Grant ("ESG") eligible activities in the five year Consolidation Plan, 2015-2019. Priorities , Goals and Objectives.

***Public Benefit:**

The Programs will serve Pima County identified HUD entitlements under the AAP to benefit low-income, homeless and certain special needs individuals in Pima County. The CDBG and ESG funds are made available to sub-recipient to fund eligible activities that address identified needs and priorities to improve the quality of life for low to moderate-income Pima County residents.

***Metrics Available to Measure Performance:**

CDBG and ESG. Pima County subsequently made funding recommendations for 46 projects, approved by the Pima County Board of Supervisors (BOS).

***Retroactive:**

Yes. Finalizing documentation and re-confirmation of metrics caused contract processing delays.

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**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 22-73.***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: GTAWR Department Code: CD Grant Number (i.e.,15-123): 19-005

Effective Date: 07/01/2018 Termination Date: 06/30/2019 Amendment Number: _____

☐ Match Amount: \$ _____ ☒ Revenue Amount: \$ 233,076.00***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)?**

DIRECT

Contact: Joel Gastellum, Program Mgr., 724-6750, Dewey Cooper, Contract Specialist, 724-2772

Department: Community Development & Neighborhood Conservation (CDN) Telephone: 724-2460

Department Director Signature/Date: *Margaret M. Kue* 12/17/2018Deputy County Administrator Signature/Date: *Quinn* 12/18/2018County Administrator Signature/Date: *C. D. Schellberg* 12/18/18
(Required for Board Agenda/Addendum Items)




PIMA COUNTY

COMMUNITY DEVELOPMENT


MEMORANDUM


Date: April 11, 2018

To: Chuck Huckelberry,
County Administrator

From: Margaret Kish, Director 

Via: Jan Leshner,
Chief Deputy County Administrator

Daniel Tylutki, 
Senior Program Manager

Cc: Joel Gastelum, 
CDBG Program Manager

Re: Board of Supervisors Agenda Item, May 1, 2018;
Pima County Fiscal Year 2018-19 HUD Annual Action Plan

Summary:

Attached for your consideration is a resolution to authorize Pima County to submit to the US Department of Housing and Urban Development (HUD) its Fiscal Year (FY) 2018-19 Annual Action Plan (AAP), and associated certifications, for community development projects and activities. Pima County's FY 2018-19 AAP programs one-year CDBG and ESG eligible activities in adherence to the Five Year Consolidated Plan, 2015-2019, Priorities, Goals, and Objectives. These HUD entitlements are made available to subrecipients to fund eligible activities that address identified needs and priorities to improve the quality of life for low- to moderate-income Pima County residents.

In March, President Trump signed a spending bill effectively increasing HUD's national budget for CDBG 10%; however, final allocations at the entitlement jurisdiction level have not been announced. In an effort to move forward and not delay the AAP process, staff conservatively estimates level funding for CDBG this year. Any additional funding realized will be programmed to CDNC Home Repair and Emergency Septic Programs, as well as other activities, for the benefit of County residents. The financial impact to Pima County is a total of \$3,540,170 in HUD grant revenue for FY 2018-19 as estimated below:

HUD Grant	FY 2018-19 Allocation Estimate	Recaptured Funds	Total Available
CDBG:	\$2,589,081	\$0	\$2,589,081
HOME:	\$717,717	\$0	\$717,717
ESG:	\$233,372	\$0	\$233,372

The final Board of Supervisors (Board) approved AAP is typically due to HUD by May 15 and has been scheduled for consideration on the May 1, 2018 Board Meeting Agenda.



Purpose:

The purpose of this memorandum is to outline and describe the planning and implementation process utilized to ensure effective and efficient use of available CDBG and ESG funds. (Please note that the HOME Investment Partnership funds for affordable housing programs are made available via an open and continuous application process with individual projects ultimately approved by the Board of Supervisors). The annual process to programmatically administer CDBG and ESG funds, however, is cyclical and—pending sequestration or other legislative delays—typically coincides with the federal fiscal year calendar, October through September. In brief, the planning process involves extensive community outreach and public involvement (a.k.a. the Citizens Participation Plan); funding priorities and recommendations; public process and approvals; and finally, subrecipient monitoring, contract execution and federal reporting as outlined below.

Citizen's Participation Plan (October-December):

Community meetings are organized and held during the months of October through December. Staff meets and discusses emerging needs and community issues with respective Board of Supervisor staff to determine target areas for these meetings. Whenever possible, staff coordinates and schedules with community groups, town coordinating councils and other organizations that conduct regularly planned public meetings to encourage attendance and active participation. Simultaneously, staff updates and prepares an online Community Planning Application via ZoomGrants, which is released to the public in October via formal legal notice. The Community Planning Application is also distributed to non-profit agencies, community groups and participating jurisdictions (i.e., Oro Valley, Marana, Sahuarita and South Tucson) for which there are current contacts on file.

For the FY 2018-19, community meetings were conducted in all Pima County Board of Supervisor Districts to discuss the AAP. During these meetings, the Community Planning Application and estimated HUD funding were reviewed; federal CDBG and ESG rules detailed; and, funding priorities for successful applications discussed. The competitiveness for available CDBG Public Services funds, capped at 15 percent of the total grant, is emphasized.

Most importantly, the Citizen Participation Plan and associated public meetings allow staff to work directly with the community to identify and prioritize potential projects or programs likely to respond to the Community Planning Application. In total, staff held a series of 20 public meetings in urban and rural communities throughout Pima County. This effort included conducting a series of technical assistance workshops related to the implementation of ZoomGrants. Direct technical assistance was also provided to City of South Tucson and Town of Marana staff—both active Pima County CDBG program "Units of General Local Government (UGLG's)" via our Urban County Cooperative Agreement, executed triennially. Participating Urban County UGLG's have the responsibility to determine their own local needs and priorities when submitting proposed programs and projects for consideration. The Community Planning



Pre-Application and subsequent Final Application for responsive proposals were due November 30, 2017 and January 31, 2018, respectively. In total, Pima County received 93 responsive proposals totaling \$5,850,284 in requests for CDBG and ESG funds.

Funding Priorities and Recommendations (February-April):

Pima County's extensive review process for CDBG and ESG proposals is similar, yet slightly varied. For both programs, a two-part program staff review is conducted. First, Pre-Applications are reviewed by staff to ensure full compliance with HUD regulations. The Pre-Application review also allows program staff to conduct direct technical assistance to agencies in an effort to solicit more complete and responsive application submittals. For new agencies applying to Pima County or for HUD funds, staff conducts separate on-site "Due Diligence" reviews to determine if sufficient agency capacity exists to manage complex grant resources. The second phase of program staff review includes the thorough analysis of the Final Applications. Staff recommendations are then forwarded to a program manager level "Concurrence Review" team consisting of personnel from various County community service, health, grants, finance, and planning related divisions and departments to ensure recommended agencies are in good standing across multiple programs, fiscal audits, and comprehensive planning initiatives such as PimaProsper. Once managerial level review is complete, the CDNC Department Director and the County Administrator's Office review revised recommendations before being forwarded to respective Board staff for further evaluation and analysis.

For CDBG, Pima County received 75 applications totaling \$5,316,114 in requests. Pima County subsequently made CDBG funding recommendations for 46 projects, allocating the complete allocation from the estimated FY 2018-19 HUD allocation (\$2,589,081), utilizing the following funding priorities, evaluation, and analysis at each level of review:

1. On-site Due Diligence Review for agencies new to applying for County or federal funds.
2. Compliance and consistency with federal laws and regulations.
3. Degree to which project benefits very low- to moderate-income residents in unincorporated Pima County with emphasis in established Community Development Target Areas and in participating jurisdictions.
4. Urgency of community development need, and identified community support, addressed by project.
5. Cost and feasibility analysis.
6. Ability to leverage other resources.
7. Applicant budget analysis including previous years funding and timely expenditure of funds.
8. Agency is in good standing with the County and the Arizona Corporation Commission.
9. Applicant capacity and experience with federal funds and program requirements.
10. Agency risk assessment, including single-audit or chart of accounts review.

For ESG funding recommendations, Pima County employs the same funding priorities in its review and recommendation process utilized for CDBG, in addition to, adhering to federal



HEARTH Act requirements. In short, participation, review and recommendations from the homeless population and the local Continuum of Care, Tucson Planning Council for the Homeless (TPCH), is fully incorporated into the final ESG funding allocations for Board and HUD approval. In summary, 18 applications totaling \$534,170 in requests were reviewed. Final ESG recommendations include funding 11 programs for eligible activities totaling \$233,372 in available FY 2018-19 funds.

For awarded agencies, Pima County conducts a series of post award trainings to provide programmatic and financial direction to ensure grant compliance per 2 CFR 200. In a continued departmental effort to build agency capacity, staff is developing and will make available a technical assistance workshop for agencies not recommended for funding.

Public Process and Approvals (May - July):

In addition to an active Citizen's Participation Plan and prioritized recommendation process, a formal public process is conducted for required local and federal approvals to execute the AAP. The draft AAP narrative and proposed CDBG and ESG activities are posted online April 10, 2018, for a required 15-day public comment period prior to Board consideration and approval the first Tuesday in May. In addition, Pima County and the City of Tucson held a joint public meeting on March 13, 2018 to provided a mid-term update of its current Five Year 2015-2019 Consolidated Plan for public comment and input into their respective AAP's. On May 1, 2018 the Board of Supervisors will review the draft Pima County FY 2018-19 AAP including applicable federal regulations and funding priorities. All public comments are incorporated into the AAP final draft. To date, no formal public comments have been received for the AAP.

Once the Board approves the FY 2018-19 AAP, it is submitted to HUD for review and approval. CDNC actively works with HUD staff, typically, during the months of May and June to complete this submittal process. Pima County is required to upload its AAP, required certifications, and funded projects and activities into HUD's Integrated Disbursement and Information System (IDIS), eCon Planning Suite. Staff intends to make this electronic database submission prior to the May 15 federal statutory deadline to allow sufficient time to resolve any system glitches or delays with HUD should they arise. Once the AAP is accepted by HUD, the County Administrator receives notice that it has been approved and an Intergovernmental Agreement (IGA) is issued, typically in August, to receive and contract federal funds to subrecipients beginning October 1, 2018. CDNC also coordinates with Board staff to issue formal award letters and notice to agencies within each respective district that their proposed programs or projects have been funded. Programs or projects that are not funded also receive notice from the CDNC with an invitation to debrief and provide technical assistance for future applications.

Contracts, Subrecipient Programmatic Monitoring and Federal Reporting (July-September):



As the IGA is being processed and notices to agencies submitted, staff, in direct collaboration with the Deputy County Attorney, begin to negotiate and contract with funded agencies and organizations. Budgets and scopes of work are finalized for each program or project. Also during this time, staff is required to conduct federal end of year reporting activities, monitor agencies, and, prepare the Pima County Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. In summary, the CAPER captures open and completed projects including summaries of program accomplishment to HUD for previous years' AAP activities. A public process, similar to the approval of the AAP, is conducted by staff and the final report is submitted to HUD in September. Once submitted, staff will initiate the Citizen's Participation Plan for the next federal fiscal year 2019-2020 AAP process.

Conclusion:

The program administration of HUD CDBG and ESG funds is an annual planning and public process guided by the priorities, goals, and objectives identified Pima County's HUD Five-Year Consolidated Plan; 2015-2019. The Five-Year Consolidated Plan provides the regulatory framework for funding program or project activities that implement Pima County's existing affordable housing, homeless and community development policies and programs over its five-year period. For FY 2018-19, Pima County received 93 applications and recommends funding for CDBG and ESG projects. The following table includes the last five years of HUD CDBG funding for Pima County.

U.S. Department of Housing and Urban Development
Pima County Community Development Block Grant Allocations
Five-Year History

FY 14/15	\$2,498,948
FY 15/16	\$2,592,446
FY 16/17	\$2,613,490
FY 17/18	\$2,589,081
FY 18/19	\$2,589,081*

*Level funding estimate based on March 23, 2018 passage of Omnibus Spending Bill. Official entitlement allocations are forthcoming from HUD, any reductions or increase will be absorbed by CDNC programs that benefit Pima County residents.



U.S. Department of Housing and Urban Development
San Francisco Regional Office – Region IX
One Sansome Street, Suite 1200
San Francisco, California 94104-4430
www.hud.gov
espanol.hud.gov

SEP 12 2018

The Honorable Richard Elias
Chair, Board of Supervisors of Pima County
130 West Congress Street, 11th Floor
Tucson, AZ 85701-1332

Dear Mr. Elias:

SUBJECT: Fiscal Year 2018 Annual Action Plan
County of Pima, Arizona

As a participating member of the Tucson Home Consortium, the County of Pima has participated in the development and submission of the Consortium's Annual Action Plan. The Consortium's Annual Action Plan, which incorporates the County's non-housing community development plan and its Fiscal Year 2018 Annual Action Plan for the Community Development Block Grant (CDBG) program, has been reviewed and approved. The grant assistance that is being approved, along with the Annual Action Plan, is shown below. Any HOME funds that are expended for eligible HOME activities in your community will be administered by the City of Tucson staff.

Community Development Block Grant	\$2,903,833
Emergency Solutions Grant	\$233,076
TOTAL:	\$3,136,909

For the above program, the Department is forwarding copies of the Grant Agreement and Funding Approval forms, along with guidance and/or conditions to each program, to Chuck Huckelberry, County Administrator, for execution as your designee. Mr. Huckelberry should sign and date all copies, retain one for the County's records and return the remaining copy to the HUD San Francisco Office. Within three weeks of our receipt of your executed grant agreement, the grantee should be able to draw these funds through the Integrated Disbursement and Information System (IDIS).

Furthering fair housing is one of the Department's highest priorities. Included in your Annual Action Plan was a certification that your jurisdiction will affirmatively further fair housing, which means that the city will (1) conduct an analysis to identify impediments to fair housing choice within your community, (2) take appropriate actions to overcome the effects of any impediments identified through that analysis, and (3) maintain records reflecting the analysis/assessment and actions. The source and amount of all funding for the actions to affirmatively further fair housing should also be noted in the Annual Action Plan. The results of actions taken during the program year to address the impediments/contributing factors identified in your AI/AFH should be reported in the Consolidated Annual Performance Evaluation Report

(CAPER) submitted to HUD.

Please note the following:

- The performance reports for the FY 2017 Annual Action Plan will be due on **September 30, 2018**, and should include accomplishments compared to performance goals;
- There are a number of conditions included in the CDBG grant agreement, including:
 - With the shift to grant-by-grant accounting, no obligations to be paid with FY 2018 funds may be incurred after September 1, 2025, and
 - If funds are to be used for payment of indirect costs, a schedule meeting the prescribed requirements must be attached to the grant agreement. (If applicable, note that the same requirements have been incorporated into the HOME Program grant agreement.)

HUD looks forward to working with you over the coming year to accomplish the housing and community development goals set forth in the County's Annual Action Plan. If there are any questions or if further information or assistance is required, please contact Michael Flores, Senior Community Planning and Development Representative, at (602) 379-7166, or Michael.p.flores@hud.gov.

Sincerely,
Original Signed By
Angelo C. Tom

Kimberly Y. Nash
Director
Community Planning
and Development Division

cc:

✓ Chuck Huckelberry, w/Enclosures

✓ Joel Gastelum, w/copy of encls.

GRANTEE: County of Pima, Arizona

PROGRAM: FY 2018 Community Development Block Grant (CDBG)

PROGRAM NO.: B-18-UC-04-0502

Enclosed is the Grant Agreement and Funding Approval (two copies of HUD-7082) which constitutes the contract between the Department of Housing and Urban Development and the County of Pima for the CDBG program. Please sign these forms (two original signatures), retain one copy for your records, and return the remaining copy to the address below.

U.S. Department of Housing and Urban Development
Community Planning and Development, 9AD
San Francisco Regional Office
One Sansome Street, Suite 1200
San Francisco, CA 94104-4430

Upon receipt of the executed Grant Agreement, the funds can then be accessed through the Integrated Disbursement and Information System (IDIS). If there is a need to add individuals authorized to access IDIS, an IDIS Access Request Form must be prepared, notarized, and returned to this office with the Grant Agreement. Also, if there is a need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-up Form (SF-1199A), along with a voided check, must be completed by you and your financial institution and mailed to this office.

Certain activities are subject to the provisions of 24 CFR Part 58 (Environmental Review Procedures for the CDBG program). Funds for such activities may not be obligated or expended unless the release of funds has been approved in writing by HUD. A request for the release of funds must be accompanied by an environmental certification.

The Special Condition in your Grant Agreement and Funding Approval concerning the review procedures under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52, restricts the obligation or expenditure of funds for the planning or construction of water or sewer facilities until the completion of the review process and receipt of written notification of Release of Funds from HUD. Because you have not submitted your Consolidated Plan for review under E.O. 12372, we assume you do not propose to use funds for activities subject to review. However, the condition requires that in the event you amend or otherwise revise your Consolidated Plan to use funds for the planning or construction of water or sewer facilities you must receive a written Release of Funds from HUD before obligating or expending funds for such activities.

GRANTEE: County of Pima, State of Arizona

PROGRAM: FY 2018 Emergency Solutions Grants (ESG)

PROGRAM NO.: E18-UC-04-0502

Enclosed are two copies of the Grant Agreement which constitutes the contract between the Department of Housing and Urban Development and the County of Pima for the ESG program. Please sign these forms (three original signatures) retain one copy for your records, and return the remaining two copies to the San Francisco HUD Field office.

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Community Planning and Development, 9AD
San Francisco Regional Office
One Sansome Street, Suite 1200
San Francisco, CA 94104-4430

FY 2018 ESG grant funds are subject to the requirements in 24 CFR part 576, as revised by the Emergency Solutions Grants and Consolidated Plan Conforming Amendments Interim Rule, which was published in the Federal Register on December 5, 2011 (76 Fed. Reg. 75954).

Within 180 days after the date that HUD signs the grant agreement amendment, you must obligate the entire grant amount, except the amount allowed for administrative costs. This requirement will be met by an agreement with, or a letter of award requiring payment to, a subrecipient; a procurement contract; or a written designation of a department within your government to directly carry out an eligible activity. If you represent an urban county, this requirement may also be met with an agreement with, or letter of award requiring payment to, a member government that has designated a department to directly carry out an eligible activity.

All ESG grant funds must be expended within 24 months after the date HUD signs the grant agreement. Please make every effort to expend all ESG funds by this deadline. HUD may recover any grant amounts that are not expended by this date and reallocate the funds in accordance with 24 CFR part 576, subpart D.

Any projects receiving ESG funding require an environmental review under 24 CFR Part 58 before any funds may be committed for that project. Neither a recipient nor any participant in the project may commit or expend HUD or non-HUD funds, make a legally binding agreement, or take other actions (such as acquiring property or starting constructions) that limit the choice of reasonable alternatives prior to completion of an environmental review and receipt of a release of funds (see 24 CFR 58.22).



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SEP 12 2018

The Honorable Richard Elias
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Community Development Block Grant	\$2,903,833
Emergency Solutions Grant	\$233,076
TOTAL:	\$3,136,909

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Furthering fair housing is one of the Department's highest priorities. Included in your Annual Action Plan was a certification that your jurisdiction will affirmatively further fair housing, which means that the city will (1) conduct an analysis to identify impediments to fair housing choice within your community, (2) take appropriate actions to overcome the effects of any impediments identified through that analysis, and (3) maintain records reflecting the analysis/assessment and actions. The source and amount of all funding for the actions to affirmatively further fair housing should also be noted in the Annual Action Plan. The results of actions taken during the program year to address the impediments/contributing factors identified in your AI/AFH should be reported in the Consolidated Annual Performance Evaluation Report

(CAPER) submitted to HUD.

Please note the following:

- The performance reports for the FY 2017 Annual Action Plan will be due on **September 30, 2018**, and should include accomplishments compared to performance goals;
- There are a number of conditions included in the CDBG grant agreement, including:
 - With the shift to grant-by-grant accounting, no obligations to be paid with FY 2018 funds may be incurred after September 1, 2025, and
 - If funds are to be used for payment of indirect costs, a schedule meeting the prescribed requirements must be attached to the grant agreement. (If applicable, note that the same requirements have been incorporated into the HOME Program grant agreement.)

HUD looks forward to working with you over the coming year to accomplish the housing and community development goals set forth in the County's Annual Action Plan. If there are any questions or if further information or assistance is required, please contact Michael Flores, Senior Community Planning and Development Representative, at (602) 379-7166, or Michael.p.flores@hud.gov.

Sincerely,
Original Signed By
Angelo C. Tom

Kimberly Y. Nash
Director
Community Planning
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✓ Chuck Huckelberry, w/Enclosures

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PROGRAM: FY 2018 Community Development Block Grant (CDBG)

PROGRAM NO.: B-18-UC-04-0502

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Community Planning and Development, 9AD
San Francisco Regional Office
One Sansome Street, Suite 1200
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Upon receipt of the executed Grant Agreement, the funds can then be accessed through the Integrated Disbursement and Information System (IDIS). If there is a need to add individuals authorized to access IDIS, an IDIS Access Request Form must be prepared, notarized, and returned to this office with the Grant Agreement. Also, if there is a need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-up Form (SF-1199A), along with a voided check, must be completed by you and your financial institution and mailed to this office.

Certain activities are subject to the provisions of 24 CFR Part 58 (Environmental Review Procedures for the CDBG program). Funds for such activities may not be obligated or expended unless the release of funds has been approved in writing by HUD. A request for the release of funds must be accompanied by an environmental certification.

The Special Condition in your Grant Agreement and Funding Approval concerning the review procedures under Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs, and HUD's implementing regulations at 24 CFR Part 52, restricts the obligation or expenditure of funds for the planning or construction of water or sewer facilities until the completion of the review process and receipt of written notification of Release of Funds from HUD. Because you have not submitted your Consolidated Plan for review under E.O. 12372, we assume you do not propose to use funds for activities subject to review. However, the condition requires that in the event you amend or otherwise revise your Consolidated Plan to use funds for the planning or construction of water or sewer facilities you must receive a written Release of Funds from HUD before obligating or expending funds for such activities.

GRANTEE: County of Pima, State of Arizona

PROGRAM: FY 2018 Emergency Solutions Grants (ESG)

PROGRAM NO.: E18-UC-04-0502

Enclosed are two copies of the Grant Agreement which constitutes the contract between the Department of Housing and Urban Development and the County of Pima for the ESG program. Please sign these forms (three original signatures) retain one copy for your records, and return the remaining two copies to the San Francisco HUD Field office.

U.S. Department of Housing and Urban Development
Community Planning and Development, 9AD
San Francisco Regional Office
One Sansome Street, Suite 1200
San Francisco, CA 94104-4430

FY 2018 ESG grant funds are subject to the requirements in 24 CFR part 576, as revised by the Emergency Solutions Grants and Consolidated Plan Conforming Amendments Interim Rule, which was published in the Federal Register on December 5, 2011 (76 Fed. Reg. 75954).

Within 180 days after the date that HUD signs the grant agreement amendment, you must obligate the entire grant amount, except the amount allowed for administrative costs. This requirement will be met by an agreement with, or a letter of award requiring payment to, a subrecipient; a procurement contract; or a written designation of a department within your government to directly carry out an eligible activity. If you represent an urban county, this requirement may also be met with an agreement with, or letter of award requiring payment to, a member government that has designated a department to directly carry out an eligible activity.

All ESG grant funds must be expended within 24 months after the date HUD signs the grant agreement. Please make every effort to expend all ESG funds by this deadline. HUD may recover any grant amounts that are not expended by this date and reallocate the funds in accordance with 24 CFR part 576, subpart D.



Any projects receiving ESG funding require an environmental review under 24 CFR Part 58 before any funds may be committed for that project. Neither a recipient nor any participant in the project may commit or expend HUD or non-HUD funds, make a legally binding agreement, or take other actions (such as acquiring property or starting constructions) that limit the choice of reasonable alternatives prior to completion of an environmental review and receipt of a release of funds (see 24 CFR 58.22).

Funding Approval/AgreementTitle I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515RU.S. Department of Housing and Urban Development
Office of Community Planning and Development
Community Development Block Grant ProgramOMB Approval No. 2506-0193
exp 5/31/2018

1. Name of Grantee (as shown in item 5 of Standard Form 424) Pima County	3a. Grantee's 9-digit Tax ID Number 866000543	3b. Grantee's 9-digit DUNS Number 033738662
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 130 West Congress Street Tucson, AZ 85701	4. Date use of funds may begin 07/01/2018	
	5a. Project/Grant No. 1 B-18-UC-04-0502	6a. Amount Approved \$2,903,833.00
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Kimberly Y. Nash	Grantee Name Pima County
Title CPD Director	Title

Signature X 	Date (mm/dd/yyyy) SEP 12 2018	Signature X 	Date (mm/dd/yyyy)
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7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission 06/29/2018	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number	
		9b. Date Grantee Notified		
		9c. Date of Start of Program Year (07/01/2018)		
11. Amount of Community Development Block Grant				
a. Funds Reserved for this Grantee		FY (2018) \$2,903,607.00	FY (2017) \$ 226.00	FY ()
b. Funds now being Approved				
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency N/A
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency N/A
	Title N/A
	Signature N/A

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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Funding Approval/Agreement

Emergency Solutions Grants Program
Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act,
42 U.S.C. 11371 et seq.
CFDA Number 14.231

U.S. Department of Housing and Urban
Development
Office of Community Planning and Development

1. Recipient Name and Address Pima County 130 West Congress Street Tucson, AZ 85701		2. Unique Federal Award Identification Number: E-18-UC-04-0502	
		3. Tax Identification Number: 866000543	
		4. Unique Entity Identifier (DUNS): 033738662	
5. Fiscal Year (yyyy): 2018			
6. Previous Obligation (Enter "0" for initial Fiscal Year allocation)		\$ 0	
7. Amount of Funds Obligated or Deobligated by This Action (+ or -)		\$233,076.00	
8. Total Amount of Federal Funds Obligated		\$233,076.00	
9. Total Required Match: \$233,076.00			
10. Start Date of Recipient's Program Year (mm/dd/yyyy) 07/01/2018		11. Date HUD Received Recipient's Consolidated Plan Submission (mm/dd/yyyy)	
		12. Period of Performance Start Date (the later of the dates listed in Boxes 10 and 11) (mm/dd/yyyy)	
13. Type of Agreement (check applicable box) <input checked="" type="checkbox"/> Initial Agreement (Purpose #1 – Initial Fiscal Year allocation) <input type="checkbox"/> Amendment (Purpose #2 – Deobligation of funds) <input type="checkbox"/> Amendment (Purpose #3 – Obligation of additional funds)		14. Special Conditions <input type="checkbox"/> Not applicable <input checked="" type="checkbox"/> Attached 15. Period of Performance End Date (mm/dd/yyyy) SEP 11 2020	

General Terms and Conditions: This Agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the authority of Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371 et seq.) and is subject to the applicable annual appropriations act. The Recipient's Consolidated Plan submissions (including the Recipient's approved annual Action Plan and any amendments completed in accordance with 24 CFR Part 91), the Emergency Solutions Grants Program regulations at 24 CFR Part 576 (as now in effect and as may be amended from time to time), and this Agreement, including any special conditions attached to this Agreement, constitute part of this Agreement. Subject to the terms and conditions of this Agreement, HUD will make the funds for the specified Fiscal Year available to the Recipient upon execution of this Agreement by the Recipient and HUD. All funds for the specified Fiscal Year that HUD provides by reallocation are covered by this Agreement upon execution of an amendment by HUD, without the Recipient's execution of the amendment or other consent. The Recipient agrees to assume all of the responsibilities with respect to environmental review, decision making, and action required under the HUD regulations at 24 CFR Part 58. Nothing in this Agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party. To the extent authorized by HUD regulations at 24 CFR Part 576, HUD may, by its execution of an amendment, deobligate funds previously awarded to the Recipient without the Recipient's execution of the amendment or other consent.

16. For the U.S. Department of HUD (Name, Title, and Contact Information of Authorized Official) Kimberly Y. Nash CPD Director	17. Signature 	18. Date (mm/dd/yyyy) SEP 12 2018
19. For the Recipient (Name and Title of Authorized Official)	20. Signature 	21. Date (mm/dd/yyyy) / /

COPY

Funding Information (HUD Accounting Use Only):

PAS Code: HAES
Appropriation: 00192
Appro Symbol: B

Region: 09
Office: 01 (San Francisco)

Program Code: SOE
Allotment: 868

Funding Approval/Agreement

Title I of the Housing and Community
Development Act (Public Law 930383)
HI-00515R of 20515R



U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Community Development Block Grant Program

OMB Approval No. 2506-0193
exp 5/31/2018

1. Name of Grantee (as shown in item 5 of Standard Form 424) Pima County	3a. Grantee's 9-digit Tax ID Number 866000543	3b. Grantee's 9-digit DUNS Number 033738662
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 130 West Congress Street Tucson, AZ 85701	4. Date use of funds may begin 07/01/2018	
	5a. Project/Grant No. 1 B-18-UC-04-0502	6a. Amount Approved \$2,903,833.00
	5b. Project/Grant No. 2	6b. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name) Kimberly Y. Nash	Grantee Name Pima County
Title CPD Director	Title

Signature X 	Date (mm/dd/yyyy) SEP 12 2018	Signature X 	Date (mm/dd/yyyy)
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7. Category of Title I Assistance for this Funding Action: Entitlement, Sec 106(b)	8. Special Conditions (check one) <input type="checkbox"/> None <input checked="" type="checkbox"/> Attached	9a. Date HUD Received Submission 06/29/2018	10. check one <input checked="" type="checkbox"/> a. Orig. Funding Approval <input type="checkbox"/> b. Amendment Amendment Number	
		9b. Date Grantee Notified		
		9c. Date of Start of Program Year (07/01/2018)		
11. Amount of Community Development Block Grant				
		FY (2018)	FY (2017)	FY ()
a. Funds Reserved for this Grantee		\$2,903,607.00	\$ 226.00	
b. Funds now being Approved				
c. Reservation to be Cancelled (11a minus 11b)				

12a. Amount of Loan Guarantee Commitment now being Approved N/A	12b. Name and complete Address of Public Agency N/A
Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.	12c. Name of Authorized Official for Designated Public Agency N/A
	Title N/A
	Signature N/A

HUD Accounting use Only

Batch	TAC	Program	Y	A	Reg	Area	Document No.	Project Number	Category	Amount	Effective Date (mm/dd/yyyy)	F
	153											
	176											
			Y					Project Number		Amount		
			Y					Project Number		Amount		

Date Entered PAS (mm/dd/yyyy)	Date Entered LOCCS (mm/dd/yyyy)	Batch Number	Transaction Code	Entered By	Verified By
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24 CFR 570

form HUD-7082 (5/15)

Funding Approval/Agreement

Emergency Solutions Grants Program
Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act,
42 U.S.C. 11371 et seq.
CFDA Number 14.231

U.S. Department of Housing and Urban
Development
Office of Community Planning and Development

1. Recipient Name and Address

Pima County
130 West Congress Street
Tucson, AZ 85701

2. Unique Federal Award Identification Number:

E-18-UC-04-0502

3. Tax Identification Number: 866000543**4. Unique Entity Identifier (DUNS):** 033738662**5. Fiscal Year (yyyy):** 2018**6. Previous Obligation (Enter "0" for initial Fiscal Year allocation)**

\$ 0

7. Amount of Funds Obligated or Deobligated by This Action (+ or -)

\$233,076.00

8. Total Amount of Federal Funds Obligated

\$233,076.00

9. Total Required Match: \$233,076.00**10. Start Date of Recipient's
Program Year (mm/dd/yyyy)**

07/01/2018

**11. Date HUD Received Recipient's
Consolidated Plan Submission
(mm/dd/yyyy)****12. Period of Performance Start
Date (the later of the dates listed in
Boxes 10 and 11) (mm/dd/yyyy)****13. Type of Agreement (check applicable box)**

- ☒ Initial Agreement (Purpose #1 – Initial Fiscal Year allocation)
☐ Amendment (Purpose #2 – Deobligation of funds)
☐ Amendment (Purpose #3 – Obligation of additional funds)

14. Special Conditions

☐ Not applicable ☒ Attached

15. Period of Performance End Date (mm/dd/yyyy)

SEP 11 2020

General Terms and Conditions: This Agreement between the U.S. Department of Housing and Urban Development (HUD) and the Recipient is made pursuant to the authority of Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371 et seq.) and is subject to the applicable annual appropriations act. The Recipient's Consolidated Plan submissions (including the Recipient's approved annual Action Plan and any amendments completed in accordance with 24 CFR Part 91), the Emergency Solutions Grants Program regulations at 24 CFR Part 576 (as now in effect and as may be amended from time to time), and this Agreement, including any special conditions attached to this Agreement, constitute part of this Agreement. Subject to the terms and conditions of this Agreement, HUD will make the funds for the specified Fiscal Year available to the Recipient upon execution of this Agreement by the Recipient and HUD. All funds for the specified Fiscal Year that HUD provides by reallocation are covered by this Agreement upon execution of an amendment by HUD, without the Recipient's execution of the amendment or other consent. The Recipient agrees to assume all of the responsibilities with respect to environmental review, decision making, and action required under the HUD regulations at 24 CFR Part 58. Nothing in this Agreement shall be construed as creating or justifying any claim against the federal government or the Recipient by any third party. To the extent authorized by HUD regulations at 24 CFR Part 576, HUD may, by its execution of an amendment, deobligate funds previously awarded to the Recipient without the Recipient's execution of the amendment or other consent.

**16. For the U.S. Department of HUD (Name, Title, and Contact Information of
Authorized Official)**

Kimberly Y. Nash
CPD Director

17. Signature

Angela Fm

18. Date (mm/dd/yyyy)

SEP 12 2018

19. For the Recipient (Name and Title of Authorized Official)**20. Signature**

COPY

21. Date (mm/dd/yyyy)

/ /

Funding Information (HUD Accounting Use Only):

PAS Code: HAES
Appropriation: 00192
Appro Symbol: B

Region: 09
Office: 01 (San Francisco)

Program Code: SOE
Allotment: 868

10. Presentation of a proclamation to Major General John Almquist, Major General Ted Maxwell, Priscilla Storm, Kurtis Dawson, and Michael Reuwsaat, that recognizes and supports the: "2018 YMCA COMMUNITY MILITARY BALL"

Attachments: PROC 2018YMCACommunityMilitaryBall

11. CALL TO THE PUBLIC

EXECUTIVE SESSION

(Clerk's Note: As of the posting date of 4/25/18, no executive session item has been placed on the regular agenda. However, this is subject to any addendum. Pursuant to A.R.S. §38-431.03(A)(3) the Board of Supervisors, or the Board sitting as other boards, may vote to go into executive session for the purpose of obtaining legal advice from its counsel with respect to any item listed on this agenda or any addendum thereto.)

BOARD OF SUPERVISORS SITTING AS OTHER BOARDS

FLOOD CONTROL DISTRICT BOARD

12. **Contract**
CMG Drainage Engineering, Inc., to provide for the El Vado Wash Drainage Improvement Project (5ELVDO), Flood Control District Tax Levy Fund, contract amount not to exceed \$407,134.00 (CT-FC-18-335)

Attachments: CT-FC-18-335

SITTING AS THE BOARD OF SUPERVISORS

13. APPROVAL OF CONSENT CALENDAR

COMMUNITY DEVELOPMENT AND NEIGHBORHOOD CONSERVATION

14. **Annual Action Plan**
RESOLUTION NO. 2018 - 20, of the Board of Supervisors, to approve the submission of the annual action plan 2018-2019 to the U.S. Department of Housing and Urban Development.

FY 2018/2019 Pima County Community Development Block Grant (CDBG) Program

Location-Applicant/Program/Activity/District/Request/Recommendation

Ajo Center for Sustainable Agriculture/"Seeds of Future"/ps/3/\$27,087/\$21,740

Ajo Community Health Center, d.b.a. Desert Senita Community Health Center/Upgrade Dental Operatory Chairs/pf/3/\$37,506/\$0

Ajo-International Sonoran Desert Alliance/Ajo Builds/hsg/3/\$50,000/\$40,000

Ajo-International Sonoran Desert Alliance/Ajo Works/ps/3/\$25,000/\$20,000

Ajo-International Sonoran Desert Alliance/Life Safety Improvements at Historic Ajo Plaza/pf/3/\$65,000/\$0



Board of Supervisors Memorandum

May 1, 2018

**Submission of Community Development Block Grant Fiscal Year 2018-19 Funding
Recommendations and Related Certifications to U.S. Department of Housing and Urban
Development**

Background

The following documents are attached for Board of Supervisors consideration on May 1, 2018:

1. Resolution No. 2018-____ approving and authorizing submission to U.S. Department of Housing and Urban Development (HUD) for Pima County's Fiscal Year (FY) 2018-19 Annual Action Plan and applicable certifications;
2. Summary of FY 2018-19 Community Development Block Grant (CDBG) project recommendations; and
3. Summary of FY 2018-19 Emergency Solutions Grant (ESG) recommendations.

The FY 2018-19 Pima County Annual Action Plan is the implementation plan for the five-year, 2015-2019, HUD Consolidated Plan. The FY 2018-19 Annual Action Plan lists the eligible projects and activities recommended for funding under the County's CDBG and ESG programs. Pima County received 93 applications totaling \$5,850,284 in requests for the FY 2018-19 CDBG and ESG programs. A comprehensive memorandum report of the application process as well as a five-year history of Pima County CDBG allocations is also attached for your consideration.

Recommendation

I recommend the Board of Supervisors pass, adopt and approve the attached Resolution No. 2018-____, approving submission of the Community Development Block Grant and Emergency Solutions Grant project recommendations; related HUD certifications; and,

The Honorable Chairman and Members, Pima County Board of Supervisors
Submission of Community Development Block Grant Fiscal Year 2018-19 Funding
Recommendations and Related Certifications to U.S. Department of Housing and Urban
Development
May 1, 2018
Page 2

authorizing staff to submit the Fiscal Year 2018–19 Annual Action Plan to the US Department of Housing and Urban Development.

Respectfully submitted,



C.H. Huckelberry,
County Administrator

CHH/mp–April 13, 2018

Attachments

c: Jan Leshar, Chief Deputy County Administrator
Margaret M. Kish, Director, Community Development & Neighborhood Conservation
Maggie Crowdes, Finance Analyst Supervisor, Grants Management Division
Daniel Tylutki, Senior Program Manager, Community & Rural Development



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: May 1, 2018

Title: Pima County Resolution to Approve Submission of the 2018-2019 Annual Action Plan to the U.S. Department of Housing and Urban Development

Introduction/Background:

Each year Pima County is required by the U.S. Department of Housing and Urban Development (HUD) to update its Five Year 2015-2019 Consolidated Plan and develop an Annual Action Plan (AAP) for each program year. The AAP outlines the needs, priorities and strategies for housing, social services, and community development programs for Pima County. The Plan also establishes policies and goals for the County, in addition to, serving as Pima County's application for HUD annual entitlement funding. The projected funding levels contained in this FY2018-2019 Annual Action Plan are contingent on final federal approval.

Discussion:

For FY 2018-2019, Pima County anticipates \$2,589,081 in Community Development Block Grant (CDBG) funds. All CDBG projects must meet the HUD National Objective to assist low- and moderate-income persons. Other HUD annual entitlement/formula grant programs detailed in FY 2018-2019 Annual Action Plan include the Emergency Solutions Grant (ESG) at \$233,372 to address homelessness, and the City of Tucson/Pima County Consortium HOME Investment Partnership Program (HOME) funds at \$2,474,885 (City of Tucson at \$1,757,168 and Pima County at \$717,717) to promote affordable housing initiatives. Actual funding levels are subject to change pending congressional actions. Any allocation change over 20% may require an amendment from HUD.

Conclusion:

In order to secure HUD formula funding for the 2018-2019 program year, the Community Development and Neighborhood Conservation (CDNC) Department conducts a year long planning process in preparation of this Annual Action Plan which describes proposed projects and activities utilizing CDBG and ESG funds. HOME funds are allocated via a separate open and continuous application process.

Recommendation:

Staff recommends Board approval of the FY 2018-2019 Pima County Annual Action Plan, including funding allocations for CDBG and ESG program activities. CDNC shall be directed to submit the Board approved Annual Action Plan to HUD. The Chairman of the Board of Supervisors ("Chairman") shall be authorized to execute all necessary HUD agreements and other certifying documents pertaining to CDBG, ESG and HOME projects and activities identified in the plan. Finally, Chairman shall be authorized to execute all subrecipient agreements between agencies and the County for respective CDBG, ESG, and HOME funded projects and activities identified in the FY 2018-2019 Pima County Annual Action Plan.

Fiscal Impact:

Once approved, \$3,540,170 in federal investment will be made available for eligible projects and activities that provide direct community and public benefit for Pima County residents. Typically the HUD CDBG, ESG and HOME funds are directly leveraged 2 to 1 by other local, state and federal resources.

Board of Supervisor District:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: CDNC/Joel Gastelum

Telephone: 520-724-6750

Contact: Daniel Tylutki

Telephone: 520-724-6754

Board of Supervisors Agenda Item Report

Pima County Resolution to Approve Submission of the 2018-2019 Annual Action Plan to the U.S.

Department of Housing and Urban Development

May 1, 2018

Page 2

Department Director Signature/Date: Margaret M. Kue 04/12/2018

Deputy County Administrator Signature/Date: [Signature] 4/13/2018

County Administrator Signature/Date: C. DeLuca 4/13/18

RESOLUTION 2018 - ____

PIMA COUNTY RESOLUTION TO APPROVE SUBMISSION OF THE ANNUAL ACTION PLAN 2018-2019 TO 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 Development and Neighborhood Conservation ("CDNC"), administers several federal and local grant programs to benefit low-income, homeless, and certain special needs individuals in Pima County.
2. County is the recipient of U.S. Department of Housing and Urban Development ("HUD") grant funds under: Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; Title II of the Cranston-Gonzalez National Affordable Housing Act ("NAHA"); and, Title IV of the McKinney-Vento Homeless Assistance Act (collectively referred to as "the HUD Grants").
3. HUD has granted Pima County federal funds for fiscal year (FY) 2018-2019 from the following grant programs:

Community Development Block Grant ("CDBG")	\$2,589,081.00
HOME Investment Partnerships ("HOME")	\$ 717,717.00
Emergency Solutions Grant ("ESG")	\$ 233,372.00

4. In order to use these funds, the County must prepare and submit to HUD an annual community development and housing funding allocation plan ("Annual Action Plan").
5. The Annual Action Plan describes community needs in Pima County and explains the proposed projects under CDBG, HOME, and ESG for FY 2018-2019.

NOW, THEREFORE, BE IT RESOLVED, that:

- A. The Annual Action Plan for FY 2018-2019, and the funding allocations therein, is approved for:
 1. The 2018-2019 CDBG Program;
 2. The 2018-2019 HOME Program, and
 3. The 2018-2019 ESG Program.
- B. CDNC staff is directed to submit the Annual Action Plan for 2018-2019 to HUD;

- C. The Chairman of the Board of Supervisors ("Chairman") is authorized to execute all necessary HUD agreements and other documents to obtain HUD funding for the CDBG, HOME and ESG projects designated in the Annual Action Plan for FY 2018-2019;
- D. CDNC staff is directed to prepare CDBG, HOME and ESG agreements with agencies as authorized by HUD through its approval and funding of the Annual Action Plan for 2018-2019 for the distribution of CDBG, HOME and ESG funds; and
- E. The Chairman is authorized to execute all agreements between Pima County and the agencies to carry out the CDBG, HOME and ESG projects set forth in the HUD-approved Annual Action Plan for 2018-2019.

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



Board of Supervisors Memorandum

May 1, 2018

**Submission of Community Development Block Grant Fiscal Year 2018-19 Funding
Recommendations and Related Certifications to U.S. Department of Housing and Urban
Development**

Background

The following documents are attached for Board of Supervisors consideration on May 1, 2018:

1. Resolution No. 2018-___ approving and authorizing submission to U.S. Department of Housing and Urban Development (HUD) for Pima County's Fiscal Year (FY) 2018-19 Annual Action Plan and applicable certifications;
2. Summary of FY 2018-19 Community Development Block Grant (CDBG) project recommendations; and
3. Summary of FY 2018-19 Emergency Solutions Grant (ESG) recommendations.

The FY 2018-19 Pima County Annual Action Plan is the implementation plan for the five-year, 2015-2019, HUD Consolidated Plan. The FY 2018-19 Annual Action Plan lists the eligible projects and activities recommended for funding under the County's CDBG and ESG programs. Pima County received 93 applications totaling \$5,850,284 in requests for the FY 2018-19 CDBG and ESG programs. A comprehensive memorandum report of the application process as well as a five-year history of Pima County CDBG allocations is also attached for your consideration.

Recommendation

I recommend the Board of Supervisors pass, adopt and approve the attached Resolution No. 2018-___, approving submission of the Community Development Block Grant and Emergency Solutions Grant project recommendations; related HUD certifications; and,


**The Honorable Chairman and Members, Pima County Board of Supervisors
Submission of Community Development Block Grant Fiscal Year 2018-19 Funding
Recommendations and Related Certifications to U.S. Department of Housing and Urban
Development**

May 1, 2018

Page 2

authorizing staff to submit the Fiscal Year 2018–19 Annual Action Plan to the US
Department of Housing and Urban Development.

Respectfully submitted,



C.H. Huckelberry,
County Administrator

CHH/mp–April 13, 2018

Attachments

- c: Jan Leshar, Chief Deputy County Administrator
 Margaret M. Kish, Director, Community Development & Neighborhood Conservation
 Maggie Crowdes, Finance Analyst Supervisor, Grants Management Division
 Daniel Tylutki, Senior Program Manager, Community & Rural Development



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: May 1, 2018

Title: Pima County Resolution to Approve Submission of the 2018-2019 Annual Action Plan to the U.S. Department of Housing and Urban Development

Introduction/Background:

Each year Pima County is required by the U.S. Department of Housing and Urban Development (HUD) to update its Five Year 2015-2019 Consolidated Plan and develop an Annual Action Plan (AAP) for each program year. The AAP outlines the needs, priorities and strategies for housing, social services, and community development programs for Pima County. The Plan also establishes policies and goals for the County, in addition to, serving as Pima County's application for HUD annual entitlement funding. The projected funding levels contained in this FY2018-2019 Annual Action Plan are contingent on final federal approval.

Discussion:

For FY 2018-2019, Pima County anticipates \$2,589,081 in Community Development Block Grant (CDBG) funds. All CDBG projects must meet the HUD National Objective to assist low- and moderate-income persons. Other HUD annual entitlement/formula grant programs detailed in FY 2018-2019 Annual Action Plan include the Emergency Solutions Grant (ESG) at \$233,372 to address homelessness, and the City of Tucson/Pima County Consortium HOME Investment Partnership Program (HOME) funds at \$2,474,885 (City of Tucson at \$1,757,168 and Pima County at \$717,717) to promote affordable housing initiatives. Actual funding levels are subject to change pending congressional actions. Any allocation change over 20% may require an amendment from HUD.

Conclusion:

In order to secure HUD formula funding for the 2018-2019 program year, the Community Development and Neighborhood Conservation (CDNC) Department conducts a year long planning process in preparation of this Annual Action Plan which describes proposed projects and activities utilizing CDBG and ESG funds. HOME funds are allocated via a separate open and continuous application process.

Recommendation:

Staff recommends Board approval of the FY 2018-2019 Pima County Annual Action Plan, including funding allocations for CDBG and ESG program activities. CDNC shall be directed to submit the Board approved Annual Action Plan to HUD. The Chairman of the Board of Supervisors ("Chairman") shall be authorized to execute all necessary HUD agreements and other certifying documents pertaining to CDBG, ESG and HOME projects and activities identified in the plan. Finally, Chairman shall be authorized to execute all subrecipient agreements between agencies and the County for respective CDBG, ESG, and HOME funded projects and activities identified in the FY 2018-2019 Pima County Annual Action Plan.

Fiscal Impact:

Once approved, \$3,540,170 in federal investment will be made available for eligible projects and activities that provide direct community and public benefit for Pima County residents. Typically the HUD CDBG, ESG and HOME funds are directly leveraged 2 to 1 by other local, state and federal resources.

Board of Supervisor District:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: CDNC/Joel Gastelum

Telephone: 520-724-6750

Contact: Daniel Tylutki

Telephone: 520-724-6754

Board of Supervisors Agenda Item Report

Pima County Resolution to Approve Submission of the 2018-2019 Annual Action Plan to the U.S.

Department of Housing and Urban Development

May 1, 2018

Page 2

Department Director Signature/Date: Margaret M. Kne 04/12/2018

Deputy County Administrator Signature/Date: [Signature] 4/13/2018

County Administrator Signature/Date: C. Delubbeny 4/13/18