



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: June 4, 2019

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

or Procurement Director Award ☐

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

Arizona Department of Housing

***Project Title/Description:**

Pima County Links Rapid Re-Housing

***Purpose:**

The Arizona Department of Housing (ADOH) awarded \$400,000.00 for Pima County Links, which is an employment and housing program administered by Pima County to assist people experiencing homelessness. ADOH has amended the County 2018-2019 agreement to extend the services funded by State of Arizona Housing Program Fund (HPF) for an additional month for the homeless in Pima County. The new term end date is June 30, 2019.

With the grant funds, the Pima County Sullivan Jackson Employment Center (SJEC) will be able to provide homeless prevention assistance, short-term rapid rehousing rental assistance, and bridge housing to stabilize long-term homeless participants before moving into permanent housing.

Attachment: ADOH - Pima County Links Rapid Re-Housing Agreement No. 524-18 (Amendment 1)

Indirect cost does not apply.

***Procurement Method:**

Not applicable to grant awards.

***Program Goals/Predicted Outcomes:**

80% of households served will move into housing within 30 days of referral.

75% of households will remain housed twelve months after rental subsidy ends.

75% of households will increase or maintain their incomes through employment or receipt of benefits.

***Public Benefit:**

The program provides a pathway for homeless individuals and families to obtain housing and employment and become self-sufficient.

***Metrics Available to Measure Performance:**

ADOH requires client tracking and weekly performance reports in the Homeless Management Information System.

***Retroactive:**

Yes. The County received the revenue agreement amendment from ADOH on May 14, 2019. The negative impact of this amendment not being approved is Pima County homeless residents would not continue to receive resources for employment and housing.

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: _____

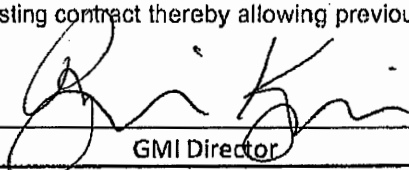
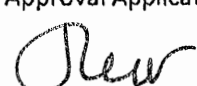
Prior Contract No. (Synergen/CMS): _____

☐ 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 ☒ AmendmentDocument Type: GTAM Department Code: CS Grant Number (i.e., 15-123): 19-55Effective Date: _____ Termination Date: 6/30/19 Amendment Number: 1☐ Match Amount: \$ _____ ☒ Revenue Amount: \$ 0.00***All Funding Source(s) required:** Arizona Department of Housing***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 HartDepartment: Community Services Telephone: 724-5723Department Director Signature/Date: _____ 5-22-19Deputy County Administrator Signature/Date: _____ 5/30/19County Administrator Signature/Date: _____ 5/30/19
(Required for Board Agenda/Addendum Items)

GRANT APPLICATION APPROVAL REQUEST

Instructions: Fill out the top section of this form completely. Contact the program Grants Management & Innovation (GMI) Lead if you require assistance (724-2240). Email your completed request to: GMI@pima.gov. Your request will be forwarded to County Administration for review. Notification of approval requests should be submitted at least 15 business days prior to the application's submission deadline (AP 5-1 Procedure).

Requesting department or entity:	CSET	Date: 5/28/19
Contact information:	Name: Rise Harl	Telephone: 724-5723
Funding opportunity title:	Pima County Links Rapid Re-Housing	
Link to opportunity:	https://housing.az.gov/newsletter/rapid-re-housing	
Funding agency:	Arizona Department of Housing w/State Housing Trust Funds	
Amount to be requested:	\$ 0.00	
Due date and time:	PM	
What are you going to spend the money on?	<p>The Arizona Department of Housing (ADOH) previously awarded \$400,000 for Pima County Links, which is an employment and housing program administered by Pima County to assist people experiencing homelessness. ADOH has amended the County 2018-2019 agreement to extend the services funded by State of Arizona Housing Program Fund (HPF) for an additional month for the homeless in Pima County. The existing term end date is May 31, 2019 and this amendment provides additional funds and extends the term. The new term end date is June 30, 2019. No additional grant funds are requested.</p> <p>See Attachment: ADOH - Pima County Links Rapid Re-Housing Agreement No. 524-18 (Amendment 1)</p> <p>Indirect costs do not apply to this grant amendment because the 5 year funding award was applied for four years ago and this amendment is only for a one month time extension. This is the last year of the 5 year award and indirect costs will be included in the next application.</p>	
What will be the benefit to Pima County?	<p>With the existing grant funds, the Pima County Sullivan Jackson Employment Center (SJEC) provides homeless prevention assistance, short-term rapid rehousing rental assistance, and bridge housing to stabilize long-term homeless participants before moving into permanent housing. This grant contract amendment allows services funded by the previously awarded grant to be provided in June of 2019.</p>	
Indirect costs – check one:	<input type="checkbox"/> I will be requesting indirect costs. Indirect-cost rate to be requested: _____ % <input checked="" type="checkbox"/> I have attached a request for waiver of indirect costs (GMI Intranet) <input type="checkbox"/> I need help understanding indirect costs	
By: <u>Lian M. Lopez</u>	Date: <u>5/28/19</u>	
Department Director or Designee		

GRANT COST/BENEFIT ANALYSIS To be completed by GMI staff	
CFDA No.	
Competitive Criteria:	Not applicable. This grant via a contract amendment allows previously awarded funds to be expended for one additional month - through June 2019.
Other Factors:	
Number of Awards:	n/a Total amount to be awarded: \$ 0.00
Match Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If required what is the amount/percent: _____	
Terms Notes (e.g. unusual restrictions, reporting burdens, etc.):	This award approval request is to allow an additional service period of one month on an existing contract. Previously awarded funds will be expended during that month (June 2019). No additional restrictions or requirements other than those in the existing contract apply.
<div style="display: flex; justify-content: space-between;"> <div> Will this project require additional office/project space? Will this project require staff time that cannot be paid for by the grant? Will your project require any equipment items over \$5,000 per item? Does the proposal use a fixed price contract? Is this project subject to Human Subjects compliance? Does this project involve subrecipients? Is there a Statutory Funding Preference from the funding agency? </div> <div style="text-align: right;"> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> <div><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</div> </div> </div>	
Allowable Indirect Rate: <u>n/a</u> If Indirect is not allowed, attach documentation.	
List any other proposal or funder specific requirements:	None.
GMI notes & recommendations: <i>Last year of SYR. — they will apply indirect next time.</i> GMI recommends approval of the contract amendment to allow approval of a one month term extension on the existing contract thereby allowing previously awarded funds to be expended during the month of June 2019. <i>REC</i>	
By: <u></u> Date: <u>5/29/19</u> <div style="text-align: center;">GMI Director</div>	
County Administrator Approval Request	
Approved: _____ Not Approved: _____ Subject to Further Review: <input type="checkbox"/> Yes <input type="checkbox"/> No	
If your project is subject to further review, please contact your GMI Lead to discuss necessary revisions prior to resubmission of the Grant Approval Application Request.	
By: <u></u> Date: <u>5/30/2019</u> <div style="text-align: center;">County Administrator or Designee</div>	

Contract No.:
Termination Date:
Amendment No.

524-18
5/31/2019
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AMENDMENT TO A
STATE HOUSING FUND AGREEMENT
Between
STATE OF ARIZONA
DEPARTMENT OF HOUSING
and
PIMA COUNTY

This Agreement is made and entered into by and between the State of Arizona, Department of Housing (HOUSING), and Pima County (Recipient).

Whereas, HOUSING and Recipient have entered into a Contract, stipulating to an award through the Rapid Rehousing Program by HOUSING to Recipient for the purpose as outlined in the above referenced HOUSING Agreement; and

Whereas, a revision to said Agreement is necessary, and

Whereas, HOUSING and Recipient agree that the revision is in the best interest of all parties, including beneficiary low-income households; HOUSING and Recipient hereby agree to amend the subject agreement as follows:

Pima County's 524-18 contract term is being amended as follows:

Original Contract Term: 6/1/2019-5/31/2019

Amended Contract Term: 6/1/2019-6/30/2019

Any and all portions of subject Agreement that are not herein specifically amended shall remain unchanged.

In Witness Whereof, HOUSING and Recipient have executed this Amendment that shall become effective when signed by HOUSING.

THE STATE OF ARIZONA,
DEPARTMENT OF HOUSING

Pima County,
RECIPIENT

BY:

Carol L. Ditmore

TITLE:

Director

BY:

Richard Elias

TITLE:

Chairman Pima County Board of
Supervisors

DATE:

DATE:

APPROVED AS TO FORM:

Karen S. Friar

Karen S. Friar, Deputy County Attorney

Date

Manager's Approval:
Attorney General No. : KR02-0085