



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

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: June 9, 2020

*\* = 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 Program - La Casita

**\*Purpose:**

HUD awarded \$204,519.00 for Pima County La Casita Transitional Housing Program, which is one of four HUD Continuum of Care (CoC) housing programs administered by Pima County. The La Casita program provides transitional housing and employment assistance with supportive services to move youth, ages 18-24, who are experiencing homelessness toward self sufficiency.

Indirect cost: 10% de minimis.

Attachments: AZ0032L9T011912 La Casita Scope of Work and Resolution for the Approval of HUD CoC 2020 Renewal Grant Agreement

**\*Procurement Method:**

Not applicable to grant awards.

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

Housing stability and full-time employment opportunities for people experiencing homelessness in Pima County.

**\*Public Benefit:**

The program reduces the number of families and individuals experiencing homelessness in Pima County.

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

The program produces an annual performance report in the Homeless Management Information System.

**\*Retroactive:**

No.

*G.M. Approval 5-27-20 JLS*

**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 22-10.***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: GTAW Department Code: CS Grant Number (i.e., 15-123): 20-118Effective Date: 7/1/20 Termination Date: 6/30/21 Amendment Number: \_\_\_\_\_☒ Match Amount: \$ 51,129.75 ☒ Revenue Amount: \$ 204,519.00**\*All Funding Source(s) required:** U.S. Department of Housing and Urban Development**\*Match funding from General Fund?** ☒ Yes ☐ No If Yes \$ \_\_\_\_\_ % 100**\*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: [Signature] 5-14-20Deputy County Administrator Signature/Date: [Signature] 72 May 2020County Administrator Signature/Date: [Signature] 5/22/20  
(Required for Board Agenda/Addendum Items)



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

**Grant Number: AZ0032L9T011912**

**Tax ID Number: 86-6000543**

**DUNS Number: 033738662 - 4000**

## **CONTINUUM OF CARE PROGRAM (CDFA# 14.267) GRANT AGREEMENT**

This Grant Agreement ("this Agreement") is made by and between the United States Department of Housing and Urban Development ("HUD") and Pima County (the "Recipient").

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the "Act"); the Continuum of Care Program rule (the "Rule"), as amended from time to time; and the Notice of Funds Availability for the fiscal year competition in which the funds were awarded.

The terms "Grant" or "Grant Funds" mean the funds that are provided under this Agreement. The term "Application" means the application submissions on the basis of which the Grant was approved by HUD, including the certifications, assurances, technical submission documents, and any information or documentation required to meet any grant award condition. All other terms shall have the meanings given in the Rule.

The Application is incorporated herein as part of this Agreement, except that only the project (those projects) listed below are funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

HUD's total funding obligation for this grant is \$204,519, allocated between the projects listed below and, within those projects, between budget line items, as shown below.

| <b>Project No.</b>                            | <b>Grant Term</b> | <b>Performance Period</b> | <b>Total Amount</b> |
|-----------------------------------------------|-------------------|---------------------------|---------------------|
| AZ0032L9T011912                               | 12 months         | 07-01-2020 - 06-30-2021   | \$204,519           |
| a. Continuum of Care planning activities      |                   |                           | \$0                 |
| b. Acquisition                                |                   |                           | \$0                 |
| c. Rehabilitation                             |                   |                           | \$0                 |
| d. New construction                           |                   |                           | \$0                 |
| e. Leasing                                    |                   |                           | \$0                 |
| f. Rental assistance                          |                   |                           | \$75,744            |
| g. Supportive services                        |                   |                           | \$116,009           |
| h. Operating costs                            |                   |                           | \$0                 |
| i. Homeless Management Information System     |                   |                           | \$0                 |
| j. Administrative costs                       |                   |                           | \$12,766            |
| k. Relocation Costs                           |                   |                           | \$0                 |
| l. HPC homelessness prevention activities:    |                   |                           |                     |
| Housing relocation and stabilization services |                   |                           | \$0                 |
| Short-term and medium-term rental assistance  |                   |                           | \$ 0                |

If any new projects funded under this Agreement are for project-based rental assistance for a term of fifteen (15) years, the funding provided under this Agreement is for the performance period stated herein only. Additional funding is subject to the availability of annual appropriations.

The performance period of renewal projects funded by this Agreement will begin immediately at the end of the performance period under the grant agreement being renewed. Eligible costs incurred between the end of Recipient's final operating year under the grant agreement being renewed and the date of this Agreement is executed by both parties may be reimbursed with funds from the first operating year of this Agreement. 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.

For any transition project funded under this Agreement the performance period of the transition project(s) will begin immediately at the end of the Recipient's final operating year under the grant being transitioned. Eligible costs, as defined by the Act and the Rule incurred between the end of Recipient's final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

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 Agreement, Recipient may only use grant funds for HPC Homelessness Prevention Activities if the Continuum that designated the Recipient to apply for the grant was designated an HPC for the applicable fiscal year.

The Recipient must complete the attached "Indirect Cost Rate Schedule" and return it to HUD with this Agreement. The Recipient must provide HUD with a revised schedule when any change is made to the rate(s) included in the schedule. The schedule and any revisions HUD receives from the Recipient will be incorporated into and made part of this Agreement, provided that each rate included satisfies the applicable requirements under 2 CFR part 200 (including appendices).

This Agreement shall remain in effect until the earlier of 1) written agreement by the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; 3) upon expiration of the performance periods for all projects funded under this Agreement; or 4) upon the expiration of the period of availability of funds for all projects funded under this Agreement.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless the Recipient changes the address and key contacts in e-snaps. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

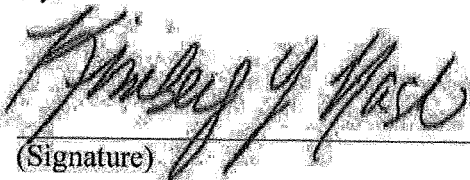
The Agreement constitutes the entire agreement between the parties, and may be amended only in writing executed by HUD and the Recipient.

By signing below, Recipients that are states and units of local government certify that they are following a current HUD approved CHAS (Consolidated Plan).

This agreement is hereby executed on behalf of the parties as follows:

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

By:

  
(Signature)

Kimberly Y Nash, Director  
(Typed Name and Title)

April 14, 2020  
(Date)

**RECIPIENT**

Pima County  
(Name of Organization)

By:

\_\_\_\_\_  
(Signature of Authorized Official)

Ramón Valadez, Chairman, Pima County Board of Supervisors  
(Typed Name and Title of Authorized Official)

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

**APPROVED AS TO CONTENT**

  
Community Services, Employment  
& Training Director

**APPROVED AS TO FORM**

  
Karen S. Friar, Deputy County Attorney

### Indirect Cost Schedule

| Agency/Dept./Major Function | Indirect Cost Rate | Direct Cost Base         |
|-----------------------------|--------------------|--------------------------|
| Pima County                 | 10% de minimis     | using Modified Total     |
|                             |                    | Direct Costs as the base |
|                             |                    |                          |
|                             |                    |                          |
|                             |                    |                          |

This schedule must include each indirect cost rate that will be used to calculate the Recipient's indirect costs under the grant. The schedule must also specify the type of direct cost base to which each included rate applies (for example, Modified Total Direct Costs (MTDC)). Do not include indirect cost rate information for subrecipients.

For government entities, enter each agency or department that will carry out activities under the grant, the indirect cost rate applicable to each department/agency (including if the de minimis rate is used per 2 CFR §200.414), and the type of direct cost base to which the rate will be applied.

For nonprofit organizations that use the Simplified Allocation Method for indirect costs or elects to use the de minimis rate of 10% of Modified Total Direct Costs in accordance with 2 CFR §200.414, enter the applicable indirect cost rate and type of direct cost base in the first row of the table.

For nonprofit organizations that use the Multiple Base Allocation Method, enter each major function of the organization for which a rate was developed and will be used under the grant, the indirect cost rate applicable to that major function, and the type of direct cost base to which the rate will be applied.

To learn more about the indirect cost requirements, see 24 CFR 578.63; 2 CFR part 200, subpart E; Appendix IV to Part 200 (for nonprofit organizations); and Appendix VII to Part 200 (for state and local governments).

RESOLUTION 2020 - \_\_\_\_\_

**RESOLUTION OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA  
AUTHORIZING THE APPROVAL OF THE CONTINUUM OF CARE "SCOPE OF WORK  
FOR FISCAL YEAR 2020 RENEWAL GRANT AGREEMENT" FOR THE LA CASITA  
PROGRAM FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
("HUD")**

**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. The local Continuum of Care ("the CoC") is the HUD mandate community-based coalition tasked with developing strategies to end homelessness in Pima County.
3. CSET has administered the La Casita grant since 2000 and has renewed it annually through HUD's competitive Continuum of Care Notice of Funding Availability process. The CoC has determined that it is the best interests of the homeless community and service providers for County to continue to administer the La Casita Program in Pima County.
4. On September 30, 2019 Pima County submitted a renewal application to the U.S. Department of Housing and Urban Development ("HUD") for Continuum of Care ("CoC") funds for fiscal years FY 2020-2021 to assist homeless youth.
5. On April 14, 2020, HUD issued the "CONTINUUM OF CARE SCOPE OF WORK" awarding County, as Grantee, \$204,519.00 for FY 2020-2021 (Federal Grant No. Federal Grant No. **AZ0032L9T011912**).
6. It is in the best interests of the residents of Pima County, to accept the FY 2020-2021 La Casita grant funds being provided under Federal Grant No. **AZ0032L9T011912**.
7. In order to receive the FY 2020-2021 La Casita funds on behalf of the CoC, County must execute the "CONTINUUM OF CARE SCOPE OF WORK" attached to this Resolution as **Exhibit A**. This is the only document that HUD will issue related to the provision of these La Casita 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. **AZ0032L9T011912**) accepting the FY 2020-2021 La Casita grant funds ("the CoC Renewal Grant").
- B. The Director of CSET or his designee is authorized and directed to, on behalf of the Pima County Board of Supervisors, electronically enter acceptance of the CoC Renewal Grant as directed by HUD.

- C. The Chairman is authorized to execute, as necessary, all applicable federal documents associated with the CoC Renewal Grant, including but not limited to, required HUD budget forms and descriptive grant narratives.
- D. The Director of CSET or his designee is authorized and directed to submit any such documents to HUD, including completing any electronic approvals and submissions required by HUD.

Passed and adopted, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Chairman, Pima County Board of Supervisors

ATTEST:

\_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:



\_\_\_\_\_  
Karen S. Friar, Deputy County Attorney