



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

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: September 21, 2021

\* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Chicanos Por La Causa

**\*Project Title/Description:**

Emergency Services Network (ESN)

**\*Purpose:**

Chicanos Por La Causa, a subrecipient, assists households with emergency utility and rental/mortgage financial assistance through case management services including eligibility determination for several funding sources, as well as referral and advocacy services to eligible, low-income households experiencing a temporary financial crisis in order to prevent homelessness and utility disconnection. Funding is ultimately used to ensure households become and remain self-sufficient.

US Department of Health and Human Services funds were approved at the July 6, 2021 Pima County Board of Supervisors' Meeting. Short Term Crisis Services/Temporary Assistance for Needy Families (STCS/TANF) funds are to be used for eligibility determination and case management services for households with minors facing eviction or foreclosure. STCS/TANF funds can also be used to pay the following: delinquent utility bills to prevent utility shut off and work related expenses such as vehicle, dental and eye related services as needed to secure or maintain employment. This determination can be used to write vouchers to landlords or mortgage companies from Community Services Block Grant (CSBG) funds as well as STCS/TANF. The county also received American Rescue Act funds for the Low Income Home Energy Assistance Program (LIHEAP). Utility shut-off eligibility case management is conducted under LIHEAP. Based on review of the LIHEAP application, County guarantees payment and issues a voucher to the utility company.

This amendment will provide additional funding of \$115,200 for the period July 1, 2021 to June 30, 2022.

Attachment: Contract Number CT-CR-20-472 (Amendment 6)

**\*Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, RFP No. CAA-ESN-2018-06 was conducted with delegated authority.

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

Chicanos Por La Causa will provide emergency financial assistance to 300 eligible low-income households.

**\*Public Benefit:**

The benefit of the program is that it will help in alleviating poverty, prevent homelessness, prevent utility shutoffs while promoting self-sufficiency to Pima County residents.

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

Monthly case management and service reports.

**\*Retroactive:**

Yes, due to budgets for subrecipients could not be written until the County received the executed funding agreement from the State which was July 28, 2021. The negative impact of not approving this amendment is low-income families will not receive emergency utility and rental/mortgage financial assistance for an additional year.

To: COB 9-15-21 (1)  
Vers.: 3 pgs.: 7

Revised 5/2020

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount: \$\* \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

**If Yes, is the Contract to a vendor or subrecipient?**

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

**Amendment / Revised Award Information**

Document Type: CT Department Code: CR Contract Number (i.e.,15-123): 20-472  
Amendment No.: 6 AMS Version No.: 3  
Commencement Date: 07/01/21 New Termination Date: 06/30/22  
Prior Contract No. (Synergen/CMS): CT-CS-18-404  
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 115,200.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:** AZ Dept of Economic Security/US Dept of Health & Human Services Short Term Crisis/Temporary Assistance to Needy Families; Community Services Block Grant; Low Income Home Energy Assist

Funding from General Fund? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Grant Number (i.e.,15-123): \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_  
☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*All Funding Source(s) required:**

**\*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 Hart

Department: Community & Workforce Development Telephone: 724-5723

Department Director Signature/Date: [Signature] 9.13.21

Deputy County Administrator Signature/Date: [Signature] 13 Sep 2021

County Administrator Signature/Date: [Signature] 9/14/21  
(Required for Board Agenda/Addendum Items)

**Pima County Community & Workforce Development – Community Action Agency Program****Project:** Emergency Services Network (ESN)**Subrecipient:** Chicanos Por La Causa  
1525 N. Oracle Road  
Tucson, AZ 85705**Contract No.:** CT-CR-20-472**Contract Amendment No.:** Six

Original Contract Term:	07/01/18 – 06/30/19	Orig. Contract Amount:	\$125,910.00
Termination Date Prior Amendment:	06/30/21	Prior Amendments Amount:	\$343,668.00
Termination Date This Amendment:	06/30/22	This Amendment Amount:	\$115,200.00
		Revised Total Amount:	\$584,778.00

<b>DUNS No.:</b> 136249609	<b>SAM Registration Date:</b> 6/25/21		
<b>Research or Development:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
<b>Federal or State Contract No.:</b> D120-002265	<b>Award Date:</b>	2020	
<b>Required Match:</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Match Amount:</b>	
<b>Indirect Cost Rate:</b> <input type="checkbox"/>	<input type="checkbox"/> NICR	<input type="checkbox"/> de minimis	<input checked="" type="checkbox"/> None
<b>Status of Contractor:</b>	<input checked="" type="checkbox"/> Subrecipient		<input type="checkbox"/> Contractor

CFDA	Grant Program	National Funding	Pima County Award
93.558	Arizona Department of Economic Security (ADES)/U.S. Department of Health and Human Services (USHHS) Short Term Crisis Services/Temporary Assistance to Needy Families (STCS/TANF)	\$13,122,810	\$436,654.00
93.569	ADES/USHHS Community Services Block Grant (CSBG)	\$674,000,000	\$815,539.00
93.568	ADES/USHHS Low Income Home Energy Assistance Program (LIHEAP)	\$3,255,435,546	\$3,637,670.00

**GRANT FUNDED AGREEMENT – AMENDMENT SIX****1. BACKGROUND AND PURPOSE.**

- 1.1 **Background.** On June 19, 2018 Pima County ("County") and Chicanos Por La Causa ("Subrecipient"), entered into the above referenced contract to provide supportive services and emergency assistance to the eligible low-income families in Pima County.
- 1.2 **Purpose.** County through its Community Action Agency, as Grantee, is the recipient of State and Federal Grants for operating the local Emergency Services Network ("ESN") to provide emergency financial assistance for qualified households to prevent homelessness or utility disconnection. County is the Subrecipient of USHHS funds and is authorized to pass those funds along to other entities, including Subrecipient, for eligible services. County wishes to continue the ESN services provided by Subrecipient for an additional year.

**2. TERM, EXTENSIONS and AMENDMENTS.** Pursuant to Paragraph 1.2, County exercises the third of four available extension options. This Contract will terminate on June 30, 2022.**3. SCOPE OF SERVICES.** The Commencement Date for this Amendment No. 6 is July 1, 2021.

4. **COMPENSATION AND PAYMENT.** Paragraph 3.1 is amended to increase “the Maximum Allocated Amount” from \$469,578.00 to \$584,778.00. In addition, the table in Paragraph 3.2 is deleted in its entirety and replaced with the following:

Funding Source	Maximum Amount Allocated				Total Anticipated Expenditure per Funding Source
	7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22	
STCS/TANF (pursuant to A.R.S. § 46-421 <i>et seq.</i> )	\$83,010.00	\$91,010.00	\$81,925.00	\$77,800.00	<b>\$333,745.00</b>
CSBG (from HHS/OCS through ADES/DAAS)	\$28,000.00	\$28,000.00	\$28,000.00	\$28,000.00	<b>\$112,000.00</b>
LIHEAP (from HHS/OCS through ADES/DAAS)	\$8,000.00	\$8,000.00	\$7,000.00	\$9,400.00	<b>\$32,400.00</b>
EEIP	\$6,900.00	-0-	-0-	-0-	<b>\$6,900.00</b>
HTP	\$38,240.00	\$61,493.00	-0-	-0-	<b>\$99,733.00</b>
<b>Anticipated Allocations TOTAL</b>	<b>\$164,150.00</b>	<b>\$188,503.00</b>	<b>\$116,925.00</b>	<b>\$115,200.00</b>	<b>\$584,778.00</b>

5. **EXHIBIT A1 – SCOPE OF WORK** is amended as follows:

- 5.1 **GENERAL PROVISIONS** are amended as follows:

- 5.1.1. **PROGRAM OVERVIEW.** The table in Paragraph 1.2 is deleted in its entirety and replaced with the following:

Work Statement	Program Title	Allocated Amount			
		7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22
1	Emergency Services	\$125,910	\$127,010	\$116,925	\$115,200
2	Eviction Prevention	\$38,240	\$61,493	-0-	-0-

- 5.1.2 **SERVICE SUMMARY.** The table is deleted in its entirety and replaced with the following:

CLIENT FUNDING SOURCE	ESN Code	NUMBER OF HOUSEHOLDS			
		7/1/18-6/30/19	7/1/19-6/30/20	7/1/20-6/30/21	7/1/21-6/30/22
STCS/TANF	49	63	52	60	65
CSBG	97	35	24	31	40
EEIP	66	7	-0-	-0-	-0-
LIHEAP	77	200	130	300	195
HTF	46	30	45	-0-	-0-
<b>TOTAL</b>		<b>335</b>	<b>251</b>	<b>391</b>	<b>300</b>

- 5.2 **WORKSTATEMENT NO. 1 – EMERGENCY SERVICES PROGRAM** is amended as follows:

- 5.2.1 **CLIENT INCOME GUIDELINES.** Exhibits B-1, B-2, and B-3 income requirements are replaced with the updated guidelines attached to this Amendment No. 6.

- 5.2.2 **BUDGET.** The table is deleted in its entirety and replaced with the following:

For services provided July 1, 2021 through June 30, 2022.

Budget Line Item	Projected STCS/TANF	Projected CSBG	Projected LIHEAP	TOTAL
<b>Operating Budget</b>				
Salaries/Fringe Benefits	\$15,000.00	-0-	\$7,000.00	\$22,000.00
Rent/Utilities	-0-	-0-	-0-	-0-
Travel	-0-	-0-	-0-	-0-
Materials & Supplies	-0-	-0-	-0-	-0-
Operating Services	-0-	-0-	-0-	-0-
Administrative Expenses (10% limit)	\$2,800.00	-0-	\$2,400.00	\$5,200.00
<b>Total Operating Budget</b>	<b>\$17,800.00</b>	<b>-0-</b>	<b>\$9,400.00</b>	<b>\$27,200.00</b>
<b>Other Allocation(s)</b>				
*Client Vouchers	\$60,000.00	\$28,000.00	-0-	\$88,000.00
<b>TOTAL BUDGET</b>	<b>\$77,800.00</b>	<b>\$28,000.00</b>	<b>\$9,400.00</b>	<b>\$115,200.00</b>

\*STCS/TANF funds will be used to administer client vouchers.

**SIGNATURE PAGE TO FOLLOW**

All other provisions of this Agreement, not specifically changed by this amendment, will remain in effect and be binding upon the parties.

IN WITNESS WHEREOF, the parties do hereby affix their signatures and do hereby agree to carry out the terms of this Amendment and of the original Contract cited herein:

PIMA COUNTY

SUBRECIPIENT

\_\_\_\_\_  
Sharon Bronson  
Chair, Board of Supervisors

DocuSigned by:  
*Andres Contreras*  
95818394C5FA42C  
\_\_\_\_\_  
Authorized Officer Signature

Andres Contreras

\_\_\_\_\_  
Date

\_\_\_\_\_  
Please print name

ATTEST

EVP, IHSSE

\_\_\_\_\_  
Title

9/10/2021 | 2:29 PM PDT

\_\_\_\_\_  
Clerk, Board of Supervisors

\_\_\_\_\_  
Date

APPROVED AS TO CONTENT

*[Signature]*  
\_\_\_\_\_  
Daniel Sullivan, Director or designee  
Community & Workforce Development

APPROVED AS TO FORM

*[Signature]*  
\_\_\_\_\_  
Stacey Roseberry, Deputy County Attorney

**EXHIBIT B-1**

SFY 2022 DES/DAAS Community Action Programs and Services Income Limits, Energy Points and Poverty Interval Reporting Factors Effective  
July 1 2021 through June 30 2022

ALERT SFY-  
22-K.A1

30-DAY INCOME LIMITS FOR COMMUNITY ACTION PROGRAMS						LIHEAP ENERGY POINTS FOR HOUSEHOLD INCOME				FVI - POVERTY INTERVAL SCALES FOR REFERENCE OR REPORTING HOUSEHOLD POVERTY LEVELS - VARIOUS PROGRAMS						
HH SIZE	30 DAY INCOME LIMIT FOR LIHEAP	STCS - TANF - NHN 125% OF FPL	STCS - TANF - NHN 150% FPL FOR VULNERABLE - SENIORS OR DISABLED	NHN - 125% OF FPL NO VULNERABLE	CSBG 200%	A 5 ENERGY POINTS IF AT OR UNDER (25% OF INCOME LIMIT)	B 4 ENERGY POINTS IF HIGHER THAN (A) AND AT OR UNDER B (50% OF INCOME LIMIT)	C 3 ENERGY POINTS IF HIGHER THAN (B) AND AT OR UNDER C (75% OF INCOME LIMIT)	D 2 ENERGY POINTS IF HIGHER THAN (C) AND AT OR UNDER D (100% OF THE INCOME LIMIT)	A 0-25% OF POVERTY	B 26-50% OF POVERTY	C 0-75% OF POVERTY	D 76-100% OF POVERTY - GREATER THAN A, & LESS THAN OR = TO B	E 101-125% OF POVERTY - GREATER THAN B, & LESS THAN OR = TO C	F 126-150% OF POVERTY - GREATER THAN C & LESS THAN OR = TO D	G 200% OF POVERTY (WIX) and CSBG COVID-19 Funds
1	\$2,201	\$1,342	\$1,610	\$1,342	\$2,147	\$550	\$1,100	\$1,650	\$2,201	\$268	\$537	\$806	\$1,073	\$1,342	\$1,610	\$2,147
2	\$2,878	\$1,815	\$2,178	\$1,815	\$2,903	\$719	\$1,439	\$2,158	\$2,878	\$363	\$726	\$1,089	\$1,452	\$1,815	\$2,178	\$2,903
3	\$3,556	\$2,288	\$2,745	\$2,288	\$3,660	\$889	\$1,778	\$2,667	\$3,556	\$458	\$915	\$1,373	\$1,830	\$2,288	\$2,745	\$3,660
4	\$4,233	\$2,760	\$3,313	\$2,760	\$4,417	\$1,058	\$2,116	\$3,174	\$4,233	\$552	\$1,104	\$1,656	\$2,208	\$2,760	\$3,313	\$4,417
5	\$4,910	\$3,233	\$3,880	\$3,233	\$5,173	\$1,227	\$2,455	\$3,682	\$4,910	\$647	\$1,293	\$1,940	\$2,587	\$3,233	\$3,880	\$5,173
6	\$5,588	\$3,706	\$4,448	\$3,706	\$5,930	\$1,397	\$2,794	\$4,191	\$5,588	\$741	\$1,483	\$2,224	\$2,965	\$3,706	\$4,448	\$5,930
7	\$5,715	\$4,179	\$5,015	\$4,179	\$6,687	\$1,428	\$2,857	\$4,286	\$5,715	\$836	\$1,672	\$2,508	\$3,343	\$4,179	\$5,015	\$6,687
8	\$5,842	\$4,652	\$5,583	\$4,652	\$7,443	\$1,460	\$3,921	\$4,381	\$5,842	\$930	\$1,861	\$2,791	\$3,722	\$4,652	\$5,583	\$7,443
9	\$6,150	\$5,125	\$6,150	\$5,125	\$8,200	\$1,537	\$3,075	\$4,612	\$6,150	\$1,025	\$2,050	\$3,075	\$4,100	\$5,125	\$6,150	\$8,200
10	\$6,717	\$5,598	\$6,717	\$5,602	\$8,957	\$1,679	\$3,358	\$5,037	\$6,717	\$1,120	\$2,239	\$3,359	\$4,478	\$5,598	\$6,717	\$8,957
11	\$7,285	\$6,071	\$7,285	\$6,075	\$9,713	\$1,821	\$3,642	\$5,463	\$7,285	\$1,214	\$2,428	\$3,643	\$4,857	\$6,071	\$7,285	\$9,713
12	\$7,852	\$6,544	\$7,852	\$6,548	\$10,470	\$1,963	\$3,926	\$5,889	\$7,852	\$1,309	\$2,618	\$3,926	\$5,235	\$6,544	\$7,852	\$10,470
13	\$8,420	\$7,017	\$8,420	\$7,021	\$11,227	\$2,105	\$4,210	\$6,315	\$8,420	\$1,403	\$2,807	\$4,210	\$5,613	\$7,017	\$8,420	\$11,227
14	\$8,987	\$7,490	\$8,988	\$7,494	\$11,983	\$2,246	\$4,493	\$6,740	\$8,987	\$1,498	\$2,996	\$4,494	\$5,992	\$7,490	\$8,987	\$11,983
15	\$9,555	\$7,963	\$9,555	\$7,967	\$12,740	\$2,388	\$4,777	\$7,166	\$9,555	\$1,593	\$3,185	\$4,778	\$6,370	\$7,963	\$9,555	\$12,740
16	\$10,122	\$8,436	\$10,122	\$8,440	\$13,497	\$2,530	\$5,061	\$7,591	\$10,122	\$1,688	\$3,374	\$5,062	\$6,748	\$8,436	\$10,122	\$13,497
17	\$10,690	\$8,909	\$10,690	\$8,913	\$14,254	\$2,672	\$5,345	\$8,017	\$10,690	\$1,783	\$3,563	\$5,346	\$7,126	\$8,909	\$10,690	\$14,254
OVER 17	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL	EACH ADDL
	\$568	\$473	\$568	\$473	\$757	\$142	\$284	\$426	\$568	\$95	\$189	\$284	\$378	\$473	\$568	\$757

ALERT SFY 2022 DES/DAAS Community Action Programs and Services Income Limits, Energy Points and Poverty Interval Reporting Factors Effective July 1 2021 through June 30 2022

## EXHIBIT B-2



## COMMUNITY ACTION AGENCY

SFY 2022 Federal Poverty Income Guidelines

To be used to determine eligibility for Community Services Block Grant Funds (CSBG)  
Effective July 1, 2021

Household Size	125%	150% 60 & Older or Disabled in the household
1	\$1,342	\$1,610
2	\$1,815	\$2,178
3	\$2,288	\$2,745
4	\$2,760	\$3,313
5	\$3,233	\$3,880
6	\$3,706	\$4,448
7	\$4,179	\$5,015
8	\$4,652	\$5,583
9	\$5,125	\$6,150
10	\$5,598	\$6,717
11	\$6,071	\$7,285
12	\$6,544	\$7,852
Each Additional	\$473	\$568

Figures derived from Alert SFY – 22-K. A1 information from Arizona Department of Economic Security, Division of Aging & Adult Services Community Services Unit.

I, \_\_\_\_\_, declare that I meet the above income guidelines under Household Size \_\_\_\_\_. I am also aware of the Agency's Grievance Procedures, Confidentiality Policy, and Release of Information Policy.

\_\_\_\_\_  
Signature & Date

Community Services • Pima County Housing Center  
801 W. Congress St., Tucson AZ 85745 • Phone: 520-724-2460

Revised 8/26/2021



**COMMUNITY ACTION AGENCY**

SFY 2021 Simplified LIHEAP Income Chart

Effective July 1, 2021 through June 30, 2022

**60 percent of State Median Income (SMI) is used for households sized 7 and under****150 percent of Federal Poverty Guideline (FPL) is used for households sized 8 and over****Household Size****30 Day Gross Income Limit**

(Dollar Amount)

1	\$2,201
2	\$2,878
3	\$3,556
4	\$4,233
5	\$4,910
6	\$5,588
7	\$5,715
8	\$5,842
9	\$6,150
10	\$6,718
11	\$7,285
12	\$7,852

**For each additional household member, add \$560**

Figures derived from information dated May 14, 2021 from Arizona Department of Economic Security, Division of Aging & Adult Services Community Services Unit.

I, \_\_\_\_\_, declare that I meet the above income guidelines under Household Size \_\_\_\_\_. I am also aware of the Agency's Grievance Procedures, Confidentiality Policy, and Release of Information Policy.

\_\_\_\_\_  
Signature & Date

**Community Services • Pima County Housing Center**  
801 W. Congress St, Tucson AZ 85745 • Phone: 520-724-2460