

COB - BOSAIR FORM

07/01/2026 3:24 PM (MST)

Submitted by Manira.Cervantes@pima.gov



BOARD OF SUPERVISORS AGENDA ITEM REPORT (BOSAIR)

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number:

Amplifund Grant Record Number: 82532, 82533, 82534, 93453, 103987

Award Type: Grant

BOSAIR Activity: Board Meeting Request

Requested Board Meeting Date: 07/14/2026

Supplier / Customer / Grantor / Subrecipient: Arizona Department of Economic Security (ADES)

Project Title / Description: Community Action Services Program (CASP)

Purpose: The Community Action Services Program (CASP) offers a wide array of programs and services in both rural and urban areas, aimed at reducing poverty, revitalizing low-income communities, and empowering low-income families and individuals to achieve economic independence. Pima County receives federal and state funding from the Arizona Department of Economic Security (ADES) to provide rent, mortgage, and utility assistance, as well as case management and navigation services to low-income individuals and families who are at risk of eviction or homelessness. These services not only provide immediate assistance but also evaluate the needs of low-income clients to identify the incremental steps they must take towards achieving self-sufficiency. Beyond direct assistance, the services offered include coordination, community services, case management, and navigation assistance.

The CASP Intergovernmental Agreement (IGA) encompasses three federal funding sources: Short Term Crisis Services/Temporary Assistance to Needy Families (STCS/TANF), Low Income Home Energy Assistance Program (LIHEAP), and the Community Services Block Grant (CSBG), in addition to state funds - Eviction Prevention Program and Neighbors Helping Neighbors (NHN). Amendment 3 is a no-cost amendment to revise The Scope of Work, Section 9.2, General Reporting Requirements.

Attachment: DI25-002433 (Amendment 3)

Procurement Method: Grant: Not applicable

Procurement Method Additional Info: N/A

Program Goals/Predicted Outcomes: The program aims to alleviate poverty and improve housing stability by providing emergency assistance and guiding individuals through personalized navigation and case management. These efforts focus on meeting immediate needs while creating sustainable pathways to stability and self-sufficiency.

Public Benefit and Impact: The benefit of these programs is that they provide a critical safety net for low-income households by preventing housing instability, reducing energy burdens, and supporting employment. Through case management and emergency assistance, these programs provide vital support to low-income households by preventing evictions and utility shutoffs, reducing energy costs, and addressing urgent needs such as food insecurity, medical prescriptions, and minor home repairs. Additionally, Pima County residents receive energy education, weatherization, and work-related assistance to secure or maintain employment. Together, these efforts stabilize families, promote self-sufficiency, and strengthen community resilience across Pima County.

Strategic Plan Pillar • Quality of Life

Support of Prosperity Initiative:

- 3. Improve Housing Stability
- 2. Improve Quality of Life and Opportunity in High Poverty Areas

Provide information that explains how this activity supports the selected Prosperity Initiatives

The programs within the CASP agreement directly advance Pima County's Prosperity Initiatives two - Reinvest in High Poverty Neighborhoods, and three - Improve Housing Stability. CASP aims to reduce poverty and promote economic stability through comprehensive case management, eviction prevention, utility assistance, and short-term crisis services that help families remain housed, avoid homelessness and maintain essential services. At the same time, CASP provides navigation services, energy education and assistance to that empower residents to secure employment and access long-term resources. Together, these strategies strengthen household resilience and foster inclusive economic growth across Pima County.

Metrics Available to Measure Performance: Monthly case management and navigation reports, quarterly Results Oriented Management & Accountability (ROMA) reports, CSBG Annual Report and the Community Action Plan.

Retroactive: YES

Retroactive Description: Yes, to July 01, 2025 to coincide with the term of the award. This is a no-cost amendment.

Grant / Amendment Information (for grants acceptance and awards)

Record Number:

Euna Grant Record Number: 82532, 82533, 82534, 93453, 103987

Type: Amendment

Department Code: CWD

Euna Grant Record Number: 82532, 82533, 82534, 93453, 103987

Amendment Number: 3

Commencement Date: 07/01/2025

Termination Date: 06/30/2026

Advantage Initial GTAW# (If Applicable): N/A

Total Revenue Amount:

\$0.00

Total Match Amount

\$0.00

Advantage Grant ID # (If Applicable): N/A

All Funding Source(s) required: All fund sources passed through the Arizona Department of Economic Security (ADES) under the CASP IGA. Federal Funds: U.S. Department of Health and Human Services Temporary Assistance to Needy Families (TANF) record 82533, U.S. Department of Health and Human Services Low Income Home Energy Assistance Program (LIHEAP) record 82532, and U.S. Department of Health and Human Services Community Services Block Grant (CSBG) record 82534. State funds: Neighbors Helping Neighbors (NHN) record 93453 and one-time legislature funding funded through the SB 1735 Eviction Prevention funds (103987).

Does PCAO need to review the grant award (or grant amendment)?

YES

Does PCAO need to sign the grant award (or grant amendment)?

YES

Match funding from General Fund?

NO

Match funding from other sources?

NO

Are Federal Funds Involved?

YES

If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

All fund sources passed through the Arizona Department of Economic Security (ADES) under the CASP IGA. Federal Funds: U.S. Department of Health and Human Services Temporary Assistance to Needy Families (TANF) record 82533, U.S. Department of Health and Human Services Low Income Home Energy Assistance Program (LIHEAP) record 82532, and U.S. Department of Health and Human Services Community Services Block Grant (CSBG) record 82534. State funds: Neighbors Helping Neighbors (NHN) record 93453 and one-time legislature funding funded through the SB 1735 Eviction Prevention funds (103987).

CFDA#

93.558, 93.568, 93.569

FAIN#

2501AZTANF, 2501AZLIEA, 2501AZCOSR

Department:


Community & Workforce Development - Manira Cervantes

Name:


Manira Cervantes


Telephone:

5207245710

GMI Director:  Date: 7/1/2026 | 3:39 PM MST

Department Director Signature: Daniel Sullivan Date: 7/1/2026 | 3:37 PM MST

Deputy County Administrator Signature:  Date: 7/1/2026 | 3:45 PM MST

County Administrator Signature:  Date: 7/1/2026 | 4:57 PM MST

 <p>ARIZONA DEPARTMENT OF ECONOMIC SECURITY</p>	<p>INTERGOVERNMENTAL AGREEMENT AMENDMENT</p>	<p>ARIZONA DEPARTMENT OF ECONOMIC SECURITY 1789 W. Jefferson Street, Mail Drop 1541, Phoenix, Arizona 85007 (602) 364-0170</p>
---	---	---

CONTRACTOR (Name and Address):	Services Description:	Community Action Services Program
Pima County Community Action Agency 2797 E. Ajo Way Tucson, AZ 85713	Agreement Number:	DI25-002433
	Amendment Number:	Three (3)

PURSUANT TO THE INTERGOVERNMENTAL AGREEMENT (IGA) UNIFORM TERMS AND CONDITIONS, SECTION 5.1 AMENDMENTS, THE PARTIES HEREBY AGREE TO AMEND THE AGREEMENT AS FOLLOWS:

1. The Scope of Work, Section 9.2, General Reporting Requirements are being revised to add the following:

- 9.2.2.2 Submit monthly financial backup documentation sufficient to verify that all costs billed under this contract are allowable, allocable, reasonable, and incurred within the approved period of performance. Documentation must clearly identify costs charged to this contract and reconcile to the corresponding invoice amounts, by budget category and totaled by funding lines LIHEAP A16, Intake, Neighbors Helping Neighbors, Navigator, SSBG, TANF, CSBG, CSBG Discretionary, Eviction Prevention, LIHEAP Voucher, SSBG Transport, Homeless Youth Outreach and in accordance with the ISB.
- 9.2.2.3 Ensure that all financial backup documentation submitted pursuant to this Section is free of Personally Identifiable Information (PII) or any other confidential client data prior to submission.
- 9.2.2.4 ADES may request additional source documentation at any time to substantiate costs billed under this contract.

CONTINUE TO THE NEXT PAGE

EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT SHALL REMAIN UNCHANGED AND IN FULL FORCE AND EFFECTS. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS AMENDMENT ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.

Agency Name Arizona Department of Economic Security	Name of Contractor Pima County
Authorized Signature	Authorized Signatory
Type Name	Type Name
Title	Title
Date	Date



INTERGOVERNMENTAL AGREEMENT AMENDMENT

**ARIZONA DEPARTMENT OF
ECONOMIC SECURITY**

1789 W. Jefferson Street,
Mail Drop 1541,
Phoenix, Arizona 85007
(602) 364-0170

IN ACCORDANCE WITH ARS §11-952 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.

ARIZONA ATTORNEY GENERAL'S OFFICE
ASSISTANT ATTORNEY GENERAL

PUBLIC AGENCY LEGAL COUNSEL

A handwritten signature in black ink, appearing to be 'A. J. ...', is written over the text 'PUBLIC AGENCY LEGAL COUNSEL'.

DATE

DATE

6/30/2026