



SAN DIEGO
HOUSING
COMMISSION

REPORT TO THE CITY COUNCIL & HOUSING AUTHORITY

DATE ISSUED: April 13, 2012

REPORT NO: HAR12-018

ATTENTION: Members of the City Council and the Housing Authority of the City of San Diego
For the Agenda of May 8, 2012

SUBJECT: Amendment to City of San Diego Annual Action Plan & Amendment to Fiscal Year ("FY") 2013 Housing Commission Budget for the Emergency Solutions Grant Federal Fiscal Year ("FFY") 2011 Second Allocation

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:

Approve the Substantial Amendment to the Annual Action Plan ("Annual Plan") of the Consolidated Plan for the City of San Diego ("City") for the second Emergency Solutions Grant ("ESG") allocation for FFY2011¹. Amend the proposed FY2013 San Diego Housing Commission ("Housing Commission") Budget to accept the second allocation in the amount of \$372,022.

STAFF RECOMMENDATION:

That the Housing Authority of the City of San Diego ("Housing Authority") and San Diego City Council ("City Council") approve the following recommendations:

1. Amendment to the Annual Plan, as attached, to utilize \$372,022 of ESG funding for re-housing activities for homeless individuals and families;
2. That the President & Chief Executive Officer ("CEO") of the Housing Commission, or designee, be authorized to:
 - a. Execute contracts with the City and/or the U.S. Department of Housing and Urban Development ("HUD") for this second allocation of ESG funding, in a form approved by General Counsel, which funding the Housing Commission will be administering on behalf of the City;
 - b. Execute any contracts with other agencies receiving ESG allocations that the Housing Commission has agreed to administer, in a form approved by General Counsel;
 - c. Execute all documents that are necessary and/or appropriate to implement these approvals, subject to approval of the General Counsel, and to take such actions as are necessary and appropriate to implement these approvals.

¹ The Federal Fiscal Year ("FFY") runs from October 1 of the prior year through September 30 of the year being described. FFY2011 is from October 1, 2010 through September 30, 2011.

- d. Amend the proposed FY2013 Housing Commission budget to include the second allocation of FFY11 ESG funds of \$372,022.

SUMMARY:

On August 10, 2011, the City received the agreement from HUD for the first allocation of FFY2011 ESG funding in the amount of \$661,372. On November 15, 2011, HUD announced a second allocation of \$372,022 program funds for FFY2011 and the steps required to receive this additional funding which includes amending the Annual Action Plan of the City's Consolidated Plan. The Substantial Amendment to the Annual Action Plan needs to be submitted to HUD by May 15, 2012.

HUD has changed the name of the Emergency Shelter Grant to the Emergency Solutions Grant and provided new regulations for this program along with the second allocation. Although HUD sees shelter activities as an integral part of a community's continuum of care, HUD also wants the funding to be used for activities that help people get out of shelters and back into a stable housing situation as soon as possible. The Housing Commission proposes using the second allocation of ESG in accordance with HUD's direction to fund activities that re-house homeless individuals and families, similar to the Homeless Prevention and Rapid Re-housing Program ("HPRP"). In particular, HUD has indicated significant success with rapid re-housing activities in the first round. One such situation that holds people back from getting into housing is saving enough to pay for security and utility deposits. Specifically, those individuals and families who may have access to a housing subsidy may have a barrier to being re-housed rapidly because that subsidy does not pay security or utility deposits. This second funding allocation will provide homeless people with funds to pay deposits so they can get into housing and use their Veterans Affairs Supportive Housing ("VASH") and sponsor-based vouchers. It will also assist families otherwise prepared to leave shelters with a financial resource to move into a permanent housing situation. Additional details of the proposed usage of the second allocation of ESG are contained in the attached proposed Substantial Amendment and Appendices.

FISCAL CONSIDERATIONS:

The funding sources and uses proposed to be drawn upon and expended if approved in this resolution were not included in the Proposed Fiscal Year 2013 Housing Authority Budget. Approving this resolution will increase the Proposed Fiscal Year 2013 Total Budget by \$372,022. Even though this grant has a one-to-one matching requirement from federal, state and local funds, based on current funding projections, it is estimated that matching funds required are already included in the Proposed FY 2013 Budget and no additional funding is necessary to satisfy the matching requirements.

PREVIOUS COUNCIL and/or COMMITTEE ACTION:

This item was approved at the regular Housing Commission meeting of April 13, 2012, by a unanimous vote of 4-0.

In 2010 the City of San Diego proposed that the Housing Commission administer the Emergency Shelter Grant allocation for the City of San Diego. HUD recently gave final approval to this action, and the Memorandum of Understanding between the City and the Housing Commission is scheduled to be approved at City Council in April 2012.

COMMUNITY PARTICIPATION and PUBLIC OUTREACH EFFORTS:

This proposed substantial amendment requires conformation with the Citizen's Participation Plan. As such, advertisements were placed in newspapers of record announcing the substantial amendment,

public outreach was solicited at the Regional Continuum of Care Council to homeless providers in January 2012, and public input was taken during a thirty-day period on the Housing Commission website, as well as at the Housing Commission and City Council meetings. HUD has required that jurisdictions meet with local Continuums of Care to ensure that the homeless community be consulted on the use of this funding. A meeting was held in January 2012 with the Regional Continuum of Care Steering Commission ("RCCC") and the general membership of the RCCC voted to accept the proposed general outline of the use of this funding in accordance with HUD's guidelines.

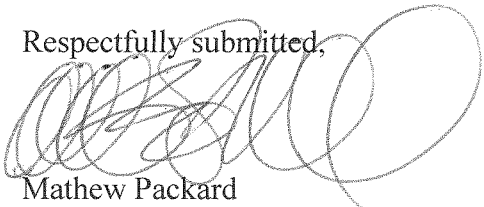
KEY STAKEHOLDERS and PROJECTED IMPACTS:

Stakeholders include local supportive service providers and individuals and families experiencing homelessness.

ENVIRONMENTAL REVIEW:


This is not a project within the meaning of the California Environmental Quality Act ("CEQA") pursuant to Section 15060 (c)(3) of the State CEQA Guidelines. Further, the activities to be assisted under this project are exempt from the National Environmental Policy Act pursuant to 24 CFR 58.34 (a)(1), (3) and (4).

Respectfully submitted,



Mathew Packard
Vice President
Housing Innovations Department

Approved by,



Jennifer Adams-Brooks
Executive Vice President & Chief of Staff
San Diego Housing Commission

Attachment: Substantial Amendment and Appendices

Hard copies are available for review during business hours in the main lobby of the San Diego Housing Commission offices at 1122 Broadway, San Diego, CA 92101 and at the Office of the San Diego City Clerk, 202 C Street, San Diego, CA 92101. You may also review complete docket materials on the San Diego Housing Commission website at www.sdhc.org.

SAN DIEGO HOUSING COMMISSION

SUBSTANTIAL AMENDMENT TO THE

CITY OF SAN DIEGO

FISCAL YEAR 2012 ANNUAL ACTION PLAN

FISCAL YEAR 2010-14 CONSOLIDATED PLAN

for

2011 EMERGENCY SOLUTIONS GRANT PROGRAM

SECOND ALLOCATION

May 8, 2012

1. SF424 (Refer to Attachment 1)

In 2010 the City of San Diego proposed that the San Diego Housing Commission (SDHC) administer the Emergency Shelter Grant (ESG) allocation for the City of San Diego. On August 10, 2011, the City received the signed agreement from HUD for the first allocation of 2011 ESG funding in the amount of \$661,372. On November 15, 2011 HUD announced a second allocation of 2011 program funds and the steps required to receive this additional funding. HUD also changed the name of the Emergency Shelter Grant to the Emergency Solutions Grant. This Substantial Amendment to the City's Annual Action Plan incorporates the requirements listed in 24 CFR Part 91 and the City of San Diego's Citizen Participation Plan.

2. Summary of Consultation Process

HUD requires that the local homeless providers have input into the second allocation of the ESG. The San Diego Regional Continuum of Care Council (RCCC) Steering Committee met in January 2012 with San Diego region's entitlement jurisdictions (City of San Diego, County of San Diego, and City of Chula Vista) to discuss their second allocations of the Emergency Shelter Grant, now called the Emergency Solutions Grant. The intent was to decide how to take the local best practices of the Homeless Prevention and Rapid Re-housing (HPRP) programs and continue them under the ESG second allocations. This is in keeping with the intent of HUD under the HEARTH Act to provide newly homeless individuals and families with opportunities to gain stable housing outside of the shelter or transitional housing systems. It is HUD's stated intention that rapid re-housing be given the highest priority under the new ESG allocation.

Keeping this in mind, the RCCC approved on January 31, 2012, an ESG plan for the second allocation that will:

- Foster greater access to permanent housing, especially units that can maintain affordability. This can include security deposit and/or rental assistance.
- Leverage existing resources to achieve the match and case management requirements.
- Coordinate across jurisdictions by utilizing a standardized eligibility and assessment tool and by convening regional meetings as was done with the HPRP program.
- Support federal and local goals for priority populations, including but not limited to veterans.
- Allow for variations in the program to respond to the needs and resources of the jurisdictions. Programs may partner with other mainstream resources.
- Comply with new eligibility and verification requirements (HMIS, housing status, habitability standards, homeless definitions, etc.)
- Each program will take responsibility for arranging intake, assessment, case management, reporting, and meeting public notice requirements.

3. Summary of Citizen Participation Process:

A Public Notice describing the Substantial Amendment and its availability for review on the SDHC website (www.sdhc.org) and City of San Diego website (www.sandiego.gov/cdbg) was published in the local newspapers (*San Diego Daily Transcript*; *San Diego Union-Tribune*; *La Prensa* and *San Diego Business Journal*) on March 23, 2012 announcing a 30-day public comment period. The Substantial Amendment was heard at the regularly scheduled Housing Commission meeting of April 13, 2012, and approved unanimously by a vote of 4-0. There were no public comments at this meeting. A hearing will be held on this Substantial Amendment at the regularly scheduled joint City Council/Housing Authority meeting of May 8, 2012. Public comment can be made at this hearing regarding this amendment. The public can also contact SDHC contacts by e-mail, phone or letter at the contact information listed at the end of this document. (Refer to Appendix A)

4. Match

In accordance with 24 CFR 576.201, program regulations require a match for the second allocation with an equal amount of funding or in-kind services. Match will come from the following sources: federally funded Veterans Affairs Supportive Housing (VASH) rental assistance program, Section 8 rental assistance vouchers, and case management.

5. Proposed Activities and Overall Budget

a. Proposed Activities:

The San Diego Housing Commission proposes to use the second allocation of the 2011 Emergency Solutions Grant Program to enhance the following programs by providing financial assistance, primarily security and/or utilities deposits, for:

100 eligible Homeless Veterans who are being issued VASH vouchers and receiving services through the Veteran's Administration;

75 eligible homeless individuals who are identified as "vulnerable " due to specific indicators and are to be awarded a Section 8 sponsor based voucher and services via a local service provider;

100 eligible families who are graduating from shelter programs and continue to receive services from their service provider.

Overall Budget

Rapid Re-housing Program - \$317,585

Homeless Management Information System (HMIS) - \$10,000

Program Administration - \$44,436

Priority Need: Homeless

Performance Objective: Provide Decent Affordable Housing

Performance Outcome: Affordability

Start Date: Upon grant execution

Completion Date: 24 months from start date

ESG Funding: \$372,022

Performance Indicators: 100% persons/households will be managed by HMIS

Projected Accomplishments (year one):

Provide financial assistance, primarily one-time Security Deposit Assistance and Utility Deposit, assistance, if needed, to approximately 125 eligible homeless Veterans, individuals and families.

Project Accomplishments (24-months):

Provide financial assistance, primarily one-time Security Deposit Assistance and Utility Deposit, assistance, if needed, to approximately 150 eligible homeless Veterans, individuals and families.

b. Discussion of Funding Priorities and Local Obstacles

Funding Priorities: The City of San Diego, in collaboration with the Regional Continuum of Care Council, chose to fund re-housing for Veterans, families and individuals to support HUD's priority of ensuring people move from homelessness into a more stable housing situation as quickly as possible.

The proposed activities will also support the national priority of ending veteran homelessness by 2015 by providing Rapid Re-housing resources to eligible homeless veterans receiving services from the Veterans Administration or other Veteran services agency.

Obstacles: There are a number of major obstacles that hinder the goal of ending homelessness in the San Diego region. They include:

More military personnel are discharged into the San Diego community than in any other area of the U.S.;

There is a lack of affordable housing in San Diego, especially housing affordable to very low income persons living on a fixed income;

The waiting list for the rental assistance programs is 8-10 years with almost 50,000 households on the combined Section 8 and public housing wait list;

Discharge planning from medical and penal institutions is limited; due to overcrowding of California's prison system, early release of prisoners in San Diego is high;

Barriers to the access of mainstream resources including a protracted eligibility process with strict documentation requirements, combined with limited resources;

Lack of access to specialized services is particularly evident with the major health programs such as Medicare, Medicaid/Medi-Cal. Although most chronically homeless qualify for some form of disability income, those attempting to access benefits generally must apply two to three times before successfully receiving the benefits;

General Relief is very limited and does not include homelessness as an eligibility criteria;

Gaining employment has been especially difficult in San Diego due to the economic downturn and high unemployment rate at 9.3%.

- c. Detailed Budget: (Refer to Appendix D: Detailed Budget Table)

6. Written Standards for Provision of ESG Assistance

The San Diego Housing Commission (SDHC) will collaborate with the Regional Continuum of Care Council (RCCC) and other local ESG entitlement jurisdictions to continue and build upon the assessment and evaluation instruments developed by the San Diego region for the previously funded Homeless Prevention and Rapid Re-housing Program (HPRP). Additionally, the SDHC will continue to evaluate the effectiveness of the program design in collaboration with the RCCC. The SDHC will ensure any sub-awardees comply with verification of eligibility and financial standards, including HMIS. To ensure long-term compliance with program requirements, the SDHC will monitor grant activities carried out by any sub-awardees. The SDHC will conduct ongoing monitoring to ensure program expenditure goals and requirements are met in accordance with HUD guidelines.

7. Describe Process of Making Sub-Awards

If the SDHC decides to make sub-awards for this program, it will use the same process as used for the HPRP program. A competitive process will be used for any services not directly administered by the SDHC. The Commission's contracting and procurement policy complies with the Annual Contributions Contract (ACC) between the Housing Commission and HUD, Federal Regulations at 24 CFR 85.36, the procurement standards of the Procurement Handbook for Public Housing Authorities, HUD Handbook 7460.8, Rev 2, and the applicable State and Local laws.

8. Homeless Participation Requirement

The SDHC's collaboration with the RCCC will provide homeless participation in this ESG second allocation. The RCCC membership has former homeless members who participate in the RCCC meetings.

9. Performance Standards

The ESG second allocation will complement and contribute to the RCCC's program performance measure by providing permanent supportive housing assistance to eligible homeless veterans receiving case management and other services from the VA. The program is designed to eliminate barriers to housing by providing security and utility deposit assistance coupled with long term rental subsidies through the VASH program. Due to San Diego's ties to the military, it has the highest rate of "recently returned veterans" than anywhere else in the U.S.

This allocation will also further the goal of moving people from transitional housing and shelters to a more stable and permanent housing situation. This is in keeping with HUD's request that rapid re-housing be given the highest priority under ESG. Security and utility deposits will provide a smooth transition from transitional housing to a more permanent situation and less likely for people to fall back into homelessness. For people exiting a short term shelter situation, security and utility deposits along with short term rental assistance (up to 3 months), will provide rapid rehousing for shelter families.

10. Certifications – Refer to Appendix C

Contact Information:

Kathi Houck, Senior Program Analyst
Housing Innovations Department
619-578-7589
kathih@sdhc.org

Mathew Packard, Vice President
Housing Innovations Department
mattp@sdhc.org

San Diego Housing Commission
1122 Broadway, Ste. 300
San Diego, CA 92101

Index of Attachments to Substantial Amendment

- Attachment 1 - SF-424
 - Appendix A - Public Notice and Public Comments

PLEASE NOTE: A copy of the Public Notice has been provided. However, a summary of public comments will not be available until after the Housing Authority meeting of May 8, 2012.
 - Appendix B - City of San Diego/Housing Authority and Housing Commission Meeting Minutes

PLEASE NOTE: Copies of the minutes will be provided after the Housing Authority meeting of May 8, 2012.
 - Appendix C – Certifications
 - Appendix D – FY2011-12 Detailed Budget Table

OMB Approved No. 3076-0006

Version 7/03

APPLICATION FOR
FEDERAL ASSISTANCE

1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED May 8, 2012	Applicant Identifier	
<input type="checkbox"/> Construction		3. DATE RECEIVED BY STATE	State Application Identifier	
<input checked="" type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier	
5. APPLICANT INFORMATION				
Legal Name: City of San Diego		Organizational Unit: Department: City Planning and Economic Development		
Organizational DUNS: 138735407		Division: Economic Development		
Address: Street: 202 C Street		Name and telephone number of person to be contacted on matters involving this application (give area code)		
City: San Diego		Prefix: Ms.	First Name: Kathi	
County: San Diego		Middle Name		
State: California		Last Name Houck		
Zip Code 92101	Suffix:			
Country: USA		Email: kathih@sdhc.org		
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 95-6000776		Phone Number (give area code) 619-578-7589		Fax Number (give area code) 619-578-7366
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify)		7. TYPE OF APPLICANT: (See back of form for Application Types) Municipal Other (specify)		
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 14-231 TITLE (Name of Program): Labor Management Cooperation Program		9. NAME OF FEDERAL AGENCY: US Department of Housing & Urban Development		
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): City of San Diego		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Substantial Amendment for Annual Plan FY12 Second Allocation of 2011 ESG		
13. PROPOSED PROJECT Start Date: July 1, 2012 Ending Date: June 30, 2014		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 52 b. Project 52		
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?		
a. Federal	\$ 372,022	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:		
b. Applicant	\$	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372		
c. State	\$	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW		
d. Local	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?		
e. Other	\$	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No		
f. Program Income	\$			
g. TOTAL	\$ 372,022			
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.				
a. Authorized Representative				
Prefix Mr.	First Name William	Middle Name		
Last Name Anderson		Suffix		
b. Title Director, City Planning & Community Investment		c. Telephone Number (give area code) 619-235-5200		
d. Signature of Authorized Representative		e. Date Signed		

CERTIFICATE OF PUBLICATION

Kathi Houck
San Diego Housing Commission
1122 Broadway, Suite 300
San Diego CA 92101

IN THE MATTER OF FY2011 Annual Action Plan

CASE NO.

**City of San Diego and San Diego
Housing Commission
Notice of Public Hearings for
Proposed Emergency Solutions
Grant (ESG)
Substantial Amendment of the
FY2012 Annual Action Plan**

The United States Department of Housing and Urban Development (HUD) has awarded the City of San Diego a supplemental allocation of \$ 372,022 of Emergency Solutions Grant (formerly: Emergency Shelter Grant), or ESG, funds for FFY2011, pursuant to the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act of 2009. HUD's priority uses for the supplemental funds are homelessness prevention and rapid re-housing. Because this is a supplemental allocation of federal funds, the City, as an Entitlement Grantee, is required to submit a substantial amendment to its FY12 Annual Action Plan to HUD by May 15, 2012 in order to receive the allocation. An electronic copy of the proposed Substantial Amendment will be posted on the City's CDBG website, at www.sandiego.gov/cdbg, from April 5, 2012 to May 7, 2012. It also will be posted on the Housing Commission website, at www.sdhc.org, from April 5, 2012 to May 7, 2012. The proposed substantial amendment will be considered by the San Diego Housing Commission, which will administer the funds on behalf of the City, during their regularly scheduled meeting on April 13, 2012, at 1122 Broadway, 4th Floor Conference Room San Diego, CA 92101 and by City Council during their regularly scheduled meeting on May 8, 2012, at: City Administration Building Council Chambers, 12th Floor 202 C Street, San Diego, CA 92101. Public comment will be accepted during these hearings. In addition, written comments will be accepted prior to May 7, 2012 at the San Diego Housing Commission, 1122 Broadway, Ste. 300, San Diego, CA 92101, Attention: Kathi Houck (kathih@sdhc.org). Pub. Mat. 23, 26-00097225.

I, C Davis, am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years, and not party to or interested in the above entitled matter. I am the principal clerk of the San Diego Daily Transcript, a newspaper of general circulation, printed and published daily, except on Saturdays and Sundays, in the City of San Diego, County of San Diego and which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of San Diego, State of California, under the date of January 23, 1909, Decree No. 14894; and the

Notice of Public Hearing

is a true and correct copy of which the annexed is a printed copy and was published in said newspaper on the following date(s), to wit:

March 23, 26

I certify under penalty of perjury that the forgoing is true and correct.

Dated at San Diego, California this March 26, 2012

C Davis

Signature

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Title

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official

Date

Title

FY 2011 Detailed Budget Table					
First Allocation	\$661,372.00	<u>FY 2011</u> <u>Emergency Shelter Grants/Emergency Solutions Grants</u> <u>Program Allocations</u>			
Second Allocation	\$372,022.00				
Grant Amount	\$1,033,394.00				
Total Administration	\$77,505.00				
		First Allocation		Second Allocation	Total Fiscal Year 2011
	Eligible Activities	Activity Amount	Reprogrammed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$628,303.00	\$0.00		\$628,303.00
	Rehab/Conversion	\$0.00			\$0.00
	Operations	\$520,436.00			\$520,436.00
	Essential Services	\$107,867.00			\$107,867.00
	Homelessness Prevention				\$0.00
	Administration	\$33,069.00			\$33,069.00
Emergency Shelter Grants Subtotal		\$661,372.00	\$0.00		\$661,372.00
Emergency Solutions Grants Program	Emergency Shelter**			\$0.00	\$0.00
	Renovation**			\$0.00	\$0.00
	Operation**			\$0.00	\$0.00
	Essential Service**			\$0.00	\$0.00
	URA Assistance**			\$0.00	\$0.00
	Street Outreach - Essential Services**			\$0.00	\$0.00
	HMIS			\$10,000.00	\$10,000.00
	Rapid Re-housing		\$0.00	\$317,586.45	\$317,586.45
	Housing Relocation and Stabilization Services			\$317,586.45	\$317,586.45
	Tenant-Based Rental Assistance				\$0.00
	Project-Based Rental Assistance				\$0.00
	Homelessness Prevention		\$0.00	\$0.00	\$0.00
	Housing Relocation and Stabilization Services				\$0
	Tenant-Based Rental Assistance				\$0
	Project-Based Rental Assistance				\$0.00
	Administration			\$44,436.00	\$44,436.00
	Emergency Solutions Grants Subtotal		\$0.00	\$372,022.45	\$372,022.45
			Total Grant Amount:		1,033,394

**Allowable only if the amount obligated for homeless assistance activities using funds from the first allocation is less than the expenditure limit for emergency shelter and street outreach activities (see Section III.B. of this Notice).