

367

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Economic Development Agency

SUBMITTAL DATE:
September 15, 2009

SUBJECT: Approval of the Homelessness Prevention and Rapid Re-Housing Program (HPRP) Subgrantee Agreement between the County and the Housing Authority of the County of Riverside

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the attached HPRP Subgrantee Agreement between the County and the Housing Authority of the County of Riverside;
2. Authorize the Chairman of the Board to execute the said attached HPRP Subgrantee Agreement; and
3. Delegate authority to the Assistant County Executive Officer/EDA to take ministerial actions to implement the terms of the Subgrantee Agreement.

BACKGROUND: On May 12, 2009, the Board approved the Substantial Amendment to the 2008-2009 One Year Action Plan that added the \$4,276,900 of HPRP funds. The primary purpose of the HPRP is to provide homelessness prevention assistance and services to households that would otherwise become homeless – many due to economic circumstances – and to provide assistance to rapidly “re-house” and stabilize those that are homeless.

Robert Field
Assistant County Executive Officer/EDA

FINANCIAL DATA

Current F.Y. Total Cost:	\$ 4,170,000	In Current Year Budget:	Yes
Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
Annual Net County Cost:	\$ 0	For Fiscal Year:	2009-10

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: *Yes*

SOURCE OF FUNDS: HUD Homelessness Prevention and Rapid Re-Housing Program (HPRP) – American Recovery and Reinvestment Act of 2009	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

County Executive Office Signature Jennifer L. Sargent

FORM APPROVED COUNTY COUNSEL
BY: MICHELLE CLACK
DATE: 9/15/09
Departmental Concurrence

Consent
 Policy
 Dept't Recomm.:
 Consent
 Policy
 Per Exec. Ofc.:

Prev. Agn. Ref.: 3.14 of 5/12/09

District: All

Agenda Number:

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ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

ED 08/08 F11
Form 11 (Rev 08/2003)

3.49

BACKGROUND (Continued):

The U.S. Department of Housing and Urban Development approved the County's HPRP Substantial Amendment and the "request for waiver for good cause" to allow the Housing Authority to serve as the HPRP Subgrantee. The HPRP Subgrantee Agreement is necessary for the Housing Authority to administer and implement the program. County Counsel has reviewed the Subgrantee Agreement and approved as to form, and staff recommend approval of the attached agreement.

ATTACHMENTS:

HPRP Subgrantee Agreement (4 copies)

1 manner provided in Exhibit "A", which is attached hereto and by this reference incorporated
2 herein. The HOUSING AUTHORITY shall at all times comply with the HPRP Regulations,
3 as set forth in the Recovery Act and the Notice (and revisions) of Allocations, Application
4 Procedures, and Requirements for HPRP Grantees (Docket No. FR-5307-N-01). HOUSING
5 AUTHORITY will also comply with associated Executive Orders, statutes, OMB Circulars,
6 other related federal regulations, and all future revisions and amendments to the same. The
7 HOUSING AUTHORITY shall become thoroughly familiar with all of the foregoing
8 requirements as applicable and shall ensure that the HPRP assistance complies in all respects
9 with applicable HPRP regulations. Any and all services provided hereunder shall be in full
10 conformity with the Recovery Act, and any amendments thereto, and the federal regulation
11 and guidelines now or hereinafter enacted pursuant to the Recovery Act.

12 2. TERM. The term of this Agreement shall be for a period commencing on
13 September 30, 2009, and terminating on September 30, 2012, unless sooner terminated as
14 provided in Paragraph 4 herein.

15 3. PAYMENT OF FUNDS. The Board of Supervisors of the COUNTY shall
16 determine the final disposition and distribution of all funds received by COUNTY under the
17 Recovery Act. COUNTY, through its Economic Development Agency, shall make payments
18 of HPRP funds to HOUSING AUTHORITY as designated in Exhibit "A" and shall monitor
19 the expenditure of funds and activities of HOUSING AUTHORITY to ensure compliance
20 with applicable federal regulations and the terms of this Agreement. HOUSING
21 AUTHORITY shall establish and maintain a separate account for all HPRP funds received
22 under this Agreement and deposit all such funds in said account.

23 All disbursements of grant funds will be made as follows:

24 a. Payments shall be made to the HOUSING AUTHORITY upon its request
25 after this Agreement has been fully executed on a reimbursement basis and made within thirty
26 (30) days after the HOUSING AUTHORITY has submitted written notice identifying
27 payments made and requesting reimbursement. Payments shall be based on actual approved
28 and documented expenses by HOUSING AUTHORITY.

1 b. In no event shall COUNTY be held liable for expenses incurred by
2 HOUSING AUTHORITY in excess of the HPRP allocation noted in Paragraph 1, SCOPE OF
3 SERVICES.

4 c. Payments may be withheld if, on a determination by COUNTY,
5 HOUSING AUTHORITY has not complied with the covenants herein contained at such times
6 and in such manner as provided in this Agreement.

7 d. No later than thirty (30) days prior to the termination of this Agreement,
8 HOUSING AUTHORITY shall provide COUNTY with its estimate of the amount of funds
9 which will remain unexpended upon such termination. Notwithstanding any provision
10 contained in this paragraph, COUNTY shall, after reasonable notice is given HOUSING
11 AUTHORITY, have the right to (1) reduce the payment of funds hereunder or (2) renegotiate
12 the actual levels of expenditures in the event HOUSING AUTHORITY's rate of expenditures
13 will result in unexpended funds at the expiration of this Agreement.

14 4. TERMINATION.

15 a. Either party may terminate this Agreement upon thirty (30) days written
16 notice to the other party. Said notice shall include the reason for termination and the effective
17 date thereof.

18 b. Notwithstanding the provisions of Paragraph 4a, COUNTY may suspend
19 or terminate this Agreement forthwith for cause upon written notice to HOUSING
20 AUTHORITY of the action being taken. Cause shall be established:

21 (1) In the event HOUSING AUTHORITY fails to perform the
22 covenants herein contained at such times and in such manner as provided in this Agreement;
23 or

24 (2) In the event there is a conflict with any federal, state or local law,
25 ordinance, regulation or rule rendering any of the provisions of this Agreement invalid or
26 untenable; or

27 (3) In the event the funding from the United States Department of
28 Housing and Urban Development (HUD), referred to in the recitals herein, is reduced,

1 terminated, or otherwise becomes unavailable, COUNTY shall provide written notice to
2 HOUSING AUTHORITY within five (5) days from the date HUD reduces, suspends, or
3 terminates the HPRP funding. This Agreement shall be either terminated or amended to
4 reflect said reduction in funds.

5 c. Upon termination of this Agreement, HOUSING AUTHORITY agrees to return
6 any unencumbered funds which it has been provided by COUNTY. In accepting said funds,
7 COUNTY does not waive any claim or cause of action it may have against HOUSING
8 AUTHORITY for breach of this Agreement.

9 d. Upon termination of this Agreement, HOUSING AUTHORITY shall not incur
10 any obligations after the effective date of such termination, unless expressly authorized in
11 writing by COUNTY in the notice of termination.

12 5. DOCUMENTATION, REPORTS, INSPECTIONS, AND PERFORMANCE
13 EVALUATION.

14 a. Documentation of Expenditures. The HOUSING AUTHORITY shall
15 maintain financial, programmatic, statistical, and other supporting records of its operations
16 and financial activities in accordance with the HPRP and the Recovery Act. All expenditures
17 supported by properly executed payrolls, time records, invoices, contracts, vouchers, orders
18 and any other accounting documents pertaining in whole or in part to this Agreement, shall be
19 clearly identified and readily accessible. HOUSING AUTHORITY shall maintain and keep
20 available all such documents for a period of not less than five (5) years from the termination
21 of this Agreement if a COUNTY, State and/or Federal audit has occurred and for a period of
22 not less than five (5) years from said date if such audit has not occurred. In the event of audit
23 exception, such documents shall be maintained until every exception has been cleared to the
24 satisfaction of COUNTY.

25 b. Inspections. Such records shall be open to inspection and audit by the
26 authorized representatives of the COUNTY, the Department of Housing and Urban
27 Development and the Controller General during regular working hours. Said records shall be
28 retained for such time as may be required by the regulations pursuant to 91 CFR Part 105(h),

1 but in no case for less than five (5) years. HOUSING AUTHORITY shall comply with the
2 audit requirements of OMB Circular A-110 as applicable and as they relate to the acceptance
3 and use of federal funds under this Agreement.

4 c. Performance Evaluation. HOUSING AUTHORITY shall permit
5 COUNTY, State and/or Federal officials to monitor, assess or evaluate HOUSING
6 AUTHORITY's performance under this Agreement on an as needed basis to be determined by
7 the COUNTY based on monitoring and performance evaluations. Said monitoring,
8 assessment, or evaluation to include, but not be limited to, audits, inspections within the
9 program area, and interviews with HOUSING AUTHORITY's employees, agents,
10 independent contractors, and subcontractors providing the services under this Agreement and
11 recipients thereof.

12 d. HOUSING AUTHORITY will obtain an external audit in accordance
13 with OMB Circular A-133, the Single Audit Act of 1984, the Single Audit Act Amendments
14 of 1996, and the U.S. Department of Housing and Urban Development single audit
15 regulations if HOUSING AUTHORITY has expended \$500,000 or more in federal funds, in a
16 single year, not limited to HPRP. The audit report must be submitted to the COUNTY within
17 180 days after the termination of this Agreement.

18 6. ASSIGNABILITY. HOUSING AUTHORITY cannot assign any of its rights,
19 duties or obligations pursuant to this Agreement to any person or entity without the prior written
20 consent of COUNTY; this includes the ability to subcontract all or a portion of its rights, duties,
21 and obligations hereunder.

22 7. INSURANCE. Without limiting or diminishing the HOUSING AUTHORITY'S
23 obligation to indemnify or hold the COUNTY harmless, HOUSING AUTHORITY shall
24 procure and maintain or cause to be maintained, at its sole cost and expense, the following
25 insurance coverage's during the term of this Agreement.

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1 a. Workers' Compensation:

2 If the HOUSING AUTHORITY has employees as defined by the State of California, the
3 HOUSING AUTHORITY shall maintain statutory Workers' Compensation Insurance
4 (Coverage A) as prescribed by the laws of the State of California. Policy shall include
5 Employers' Liability (Coverage B) including Occupational Disease with limits not less than
6 \$1,000,000 per person per accident. The policy shall be endorsed to waive subrogation in favor
7 of the COUNTY, and, if applicable, to provide a Borrowed Servant/Alternate Employer
8 Endorsement.

9 b. Commercial General Liability:

10 Commercial General Liability insurance coverage, including but not limited to, premises
11 liability, contractual liability, products and completed operations liability, personal and
12 advertising injury, and cross liability coverage, covering claims which may arise from or out of
13 HOUSING AUTHORITY'S performance of its obligations hereunder. Policy shall name the
14 COUNTY, its Agencies, Districts, Special Districts, and Departments, their respective
15 directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or
16 representatives as Additional Insureds. Policy's limit of liability shall not be less than
17 \$1,000,000 per occurrence combined single limit. If such insurance contains a general
18 aggregate limit, it shall apply separately to this agreement or be no less than two (2) times the
19 occurrence limit.

20 c. Vehicle Liability:

21 If vehicles or mobile equipment are used in the performance of the obligations under this
22 Agreement, then HOUSING AUTHORITY shall maintain liability insurance for all owned,
23 non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence
24 combined single limit. If such insurance contains a general aggregate limit, it shall apply
25 separately to this agreement or be no less than two (2) times the occurrence limit. Policy shall
26 name the COUNTY, its Agencies, Districts, Special Districts, and Departments, their
27 respective directors, officers, Board of Supervisors, employees, elected or appointed officials,
28 agents or representatives as Additional Insureds.

1 d. General Insurance Provisions - All lines:

2 1) Any insurance carrier providing insurance coverage hereunder shall be admitted
3 to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless
4 such requirements are waived, in writing, by the COUNTY Risk Manager. If the COUNTY
5 Risk Manager waives a requirement for a particular insurer such waiver is only valid for that
6 specific insurer and only for one policy term.

7 2) The HOUSING AUTHORITY'S insurance carrier(s) must declare its insurance
8 self-insured retentions. If such self-insured retentions exceed \$500,000 per occurrence such
9 retentions shall have the prior written consent of the COUNTY Risk Manager before the
10 commencement of operations under this Agreement. Upon notification of self insured
11 retention unacceptable to the COUNTY, and at the election of the COUNTY Risk Manager,
12 HOUSING AUTHORITY'S carriers shall either; 1) reduce or eliminate such self-insured
13 retention as respects this Agreement with the COUNTY, or 2) procure a bond which
14 guarantees payment of losses and related investigations, claims administration, and defense
15 costs and expenses.

16 3) HOUSING AUTHORITY shall cause HOUSING AUTHORITY'S insurance
17 carrier(s) to furnish the COUNTY with either 1) a properly executed original Certificate(s) of
18 Insurance and certified original copies of Endorsements effecting coverage as required herein,
19 and 2) if requested to do so orally or in writing by the COUNTY Risk Manager, provide
20 original Certified copies of policies including all Endorsements and all attachments thereto,
21 showing such insurance is in full force and effect. Further, said Certificate(s) and policies of
22 insurance shall contain the covenant of the insurance carrier(s) that thirty (30) days written
23 notice shall be given to the COUNTY prior to any material modification, cancellation,
24 expiration or reduction in coverage of such insurance. In the event of a material modification,
25 cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith,
26 unless the COUNTY receives, prior to such effective date, another properly executed original
27 Certificate of Insurance and original copies of endorsements or certified original policies,
28 including all endorsements and attachments thereto evidencing coverage's set forth herein and

1 the insurance required herein is in full force and effect. *HOUSING AUTHORITY shall not*
2 *commence operations until the COUNTY has been furnished original Certificate (s) of*
3 *Insurance and certified original copies of endorsements and if requested, certified original*
4 *policies of insurance including all endorsements and any and all other attachments as required*
5 *in this Section.* An individual authorized by the insurance carrier to do so, on its behalf, shall
6 sign the original endorsements for each policy and the Certificate of Insurance.

7 4) It is understood and agreed to by the parties hereto that the HOUSING
8 AUTHORITY'S insurance shall be construed as primary insurance, and the COUNTY'S
9 insurance and/or deductibles and/or self-insured retention's or self-insured programs shall not
10 be construed as contributory.

11 5) If, during the term of this Agreement or any extension thereof, there is a material
12 change in the scope of services; or, there is a material change in the equipment to be used in
13 the performance of the scope of work which will add additional exposures (such as the use of
14 aircraft, watercraft, cranes, etc.); or, the term of this Agreement, including any extensions
15 thereof, exceeds five (5) years the COUNTY reserves the right to adjust the types of insurance
16 required under this Agreement and the monetary limits of liability for the insurance coverage's
17 currently required herein, if; in the COUNTY Risk Manager's reasonable judgment, the amount
18 or type of insurance carried by the HOUSING AUTHORITY has become inadequate.

19 6) HOUSING AUTHORITY shall pass down the insurance obligations contained
20 herein to all tiers of subcontractors working under this Agreement.

21 7) The insurance requirements contained in this Agreement may be met with a
22 program(s) of self-insurance acceptable to the COUNTY.

23 8) HOUSING AUTHORITY agrees to notify COUNTY of any claim by a third
24 party or any incident or event that may give rise to a claim arising from the performance of this
25 Agreement.

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1 8. HOLD HARMLESS AND INDEMNIFICATION. HOUSING AUTHORITY
2 shall indemnify and hold harmless the COUNTY, its Agencies, Districts, Special Districts and
3 Departments, their respective directors, officers, Board of Supervisors, elected and appointed
4 officials, employees, agents and representatives from any liability whatsoever, based on
5 asserted upon any services of HOUSING AUTHORITY, its officers, employees,
6 subcontractors, agents or representatives arising out of or in any way relating to this
7 Agreement, including but not limited to property damage, bodily injury, or death or any other
8 element of any kind or nature whatsoever arising from the performance of HOUSING
9 AUTHORITY, its officers, agents, employees, subcontractors, agents or representatives from
10 this Agreement. HOUSING AUTHORITY shall defend, at its sole expense, all costs and fees
11 including, but not limited, to attorney fees, cost of investigation, defense and settlements or
12 awards, the COUNTY, its Agencies, Districts, Special Districts and Departments, their
13 respective directors, officers, Board of Supervisors, elected and appointed officials, employees,
14 agents and representatives in any claim or action based upon such alleged acts or omissions.

15 With respect to any action or claim subject to indemnification herein by HOUSING
16 AUTHORITY, the HOUSING AUTHORITY shall, at their sole cost, have the right to use
17 counsel of their own choice and shall have the right to adjust, settle, or compromise any such
18 action or claim without the prior consent of COUNTY; provided, however, that any such
19 adjustment, settlement or compromise in no manner whatsoever limits or circumscribes
20 HOUSING AUTHORITY'S indemnification to COUNTY as set forth herein. HOUSING
21 AUTHORITY'S obligation hereunder shall be satisfied when HOUSING AUTHORITY has
22 provided to COUNTY the appropriate form of dismissal relieving COUNTY from any liability
23 for the action or claim involved. The specified insurance limits required in this Agreement
24 shall in no way limit or circumscribe HOUSING AUTHORITY'S obligations to indemnify and
25 hold harmless the COUNTY herein from third party claims.

26 9. FEDERAL REQUIREMENTS. HOUSING AUTHORITY shall comply with
27 the provisions of the Recovery Act and any amendments thereto and the federal regulations
28 and guidelines now or hereafter enacted pursuant to the Recovery Act and HPRP. HOUSING

1 AUTHORITY is to comply with OMB Circular Nos. A-110, A-87, and A-122, as applicable,
2 as they relate to the acceptance and use of federal funds under this Agreement. HOUSING
3 AUTHORITY is to abide by the provisions of the COUNTY's HPRP Substantial
4 Amendment, as set forth and in the manner provided in Exhibit "B", which is attached hereto
5 and by this reference incorporated herein.

6 10. COMPLIANCE WITH LAW. HOUSING AUTHORITY shall comply with all
7 federal, state and local law and regulation pertinent to its operations and services to be
8 performed hereunder, and shall keep in effect any and all licenses, permits, notices and
9 certificates as are required thereby. HOUSING AUTHORITY shall further comply with all
10 laws applicable to wages and hours of employment, occupational safety and to fire safety,
11 health and sanitation.

12 11. FIVE-YEAR CONSOLIDATED PLAN (CP). HOUSING AUTHORITY shall
13 cooperate with COUNTY in undertaking emergency shelter grant activities that will assist the
14 COUNTY in carrying out its Consolidated Plan Strategy to prevent homelessness and enable
15 homeless individuals and families to move toward independent living and shall act in
16 conformity therewith.

17 12. NONDISCRIMINATION AND EQUAL OPPORTUNITY COMPLIANCE.

18 a. HOUSING AUTHORITY hereby certifies compliance with the
19 following:

20 (1) Executive Order 11246, as amended, and the regulations issued
21 there under at 41 CFR 60;

22 (2) Title VI and Title VII of the Civil Rights Act of 1964 (42 U.S.C.
23 200d et seq.), as amended to the Equal Opportunity Act of March 24, 1972 (Public Law 92-
24 261);

25 (3) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. 3601-3619)
26 and implementing regulations issued pursuant thereto (24 CFR Part 1);

27 (4) Executive Order 11063 and implementing regulations issued
28 pursuant thereto (24 CFR 107);

1 (5) Age Discrimination Act of 1975 (42 U.S.C. 6101-6107);
2 (6) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794);
3 (7) Section 3 of the Housing and Urban Development Act of 1968
4 (12 U.S.C. 1701u); and

5 (8) Executive Orders 11625, 12432 and 12138. Consistent with
6 HUD's responsibilities under these Orders, the HOUSING AUTHORITY must make efforts
7 to encourage the use of minority and women's business enterprises in connection with ESG
8 activities;

9 b. HOUSING AUTHORITY shall establish and maintain a procedure
10 through which homeless individuals will be informed that use of the facilities and services is
11 available to all on a nondiscriminatory basis.

12 c. HOUSING AUTHORITY agrees to abide by and include in any
13 subcontracts to perform work under this Agreement, the following clause:

14 "During the performance of this Agreement HOUSING AUTHORITY and its
15 subcontractors shall not unlawfully discriminate against any employee or
16 applicant for employment because of race, religion, color, national origin,
17 ancestry, physical handicap, medical condition, marital status, age (over 40) or
18 sex. HOUSING AUTHORITY and subcontractors shall insure that the
19 evaluation and treatment of their employees and applicants for employment are
20 free of such discrimination. HOUSING AUTHORITY and subcontractors shall
21 comply with the provisions of the Fair Employment and Housing Act
22 (Government Code, Section 12900 et seq.). The applicable regulations of the
23 Fair Employment and Housing Commission implementing Government Code,
24 Section 12990, set forth in Chapter 5 of Division 4 of Title 2 of the California
25 Administrative Code are incorporated into this Agreement by reference and
26 made a part hereof as if set forth in full. HOUSING AUTHORITY and its
27 subcontractors shall give written notice of their obligations under this clause to
28 labor organizations with which they have a collective bargaining or other

1 agreement."

2 d. The equal opportunity clause contained in Section 202 of Executive
3 Order 11246, as amended, is hereby incorporated into this Agreement by this reference.

4 e. During the performance of this Agreement, HOUSING AUTHORITY
5 and its subcontractors, if any, shall not deny the benefits rendered hereunder to any person on
6 the basis of religion, color, ethnic group identification, sex, age, or physical or mental
7 disability.

8 f. HOUSING AUTHORITY shall furnish all information and reports as
9 required by Executive Order 11246, as amended.

10 g. HOUSING AUTHORITY shall include the non-discrimination and
11 compliance provisions of the equal opportunity clause in all subcontracts, if any.

12 h. LIMITED ENGLISH PROFICIENCY: HOUSING AUTHORITY shall
13 prepare, maintain, and implement a Language Assistance Plan to ensure meaningful access to its
14 programs and activities by limited English proficient persons in compliance with the Department
15 of Housing and Urban Development's "Final Guidance to Federal Financial Assistance
16 Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting
17 Limited English Proficient Persons; Notice" in the Federal Register on January 22, 2007.

18 13. SUBGRANTEE MONITORING. HOUSING AUTHORITY agrees to
19 cooperate with all COUNTY's HPRP Subgrantee monitoring requirements as set forth in the
20 HPRP Substantial Amendment, the COUNTY's CPD Program Subrecipient Monitoring
21 Policy, and the COUNTY'S Five Year Consolidated Plan.

22 14. PROHIBITION AGAINST CONFLICTS OF INTEREST.

23 a. HOUSING AUTHORITY and its assigns, employees, agents, consultants,
24 officers and elected and appointed officials shall become familiar with and shall comply with
25 the HPRP regulations prohibiting conflicts of interest contained in 24 CFR Part 85.36(b)(3)
26 and 24 CFDR Part 84.42.

27 b. HOUSING AUTHORITY understands and agrees that no waiver or exception
28 can be granted to the prohibition against conflict of interest except upon written approval of

1 HUD. Any request by HOUSING AUTHORITY for an exception shall first be reviewed by
2 COUNTY to determine whether such request is appropriate for submission to HUD.

3 c. Prior to any funding under this Agreement, HOUSING AUTHORITY
4 shall provide COUNTY with a list of all employees, agents, consultants, officers and elected
5 and appointed officials who are in a position to participate in a decision-making process,
6 exercise any functions or responsibilities, or gain inside information with respect to the HPRP
7 activities funded under this Agreement. HOUSING AUTHORITY shall also promptly
8 disclose to COUNTY any potential conflict, including even the appearance of conflict that
9 may arise with respect to the HPRP activities funded under this Agreement.

10 d. Any violation of this section shall be deemed a material breach of this
11 Agreement, and the Agreement shall be immediately terminated by the COUNTY.

12 15. RELIGIOUS ACTIVITIES. Under federal regulations, HPRP assistance may
13 not be used by HOUSING AUTHORITY for inherently religious activities such as worship,
14 religious instruction, or proselytization. However, organizations that are religious or faith-
15 based may participate in the HPRP, and HOUSING AUTHORITY will not discriminate
16 against an organization on the basis of religions character or affiliation. HOUSING
17 AUTHORITY will not discriminate against a HPRP participant or prospective program
18 participant on the basis of religion or religious belief.

19 16. COMPLIANCE WITH FEDERAL STATUTES, REGULATIONS AND
20 OTHER APPLICABLE STATUTES, REGULATIONS AND ORDINANCES. The
21 HOUSING AUTHORITY certifies to the best of its knowledge and belief, that:

22 (1) No federally-appropriated funds have been paid or will be paid, by or on
23 behalf of the undersigned, to any person for influencing or attempting to influence an officer
24 or employee of any agency, a member of Congress, an officer or employee of Congress, or an
25 employee of a member of Congress in connection with the awarding of any federal contract,
26 the making of any federal grant, the making of any federal loan, the entering into of any
27 cooperative agreement, and the extension, continuation, renewal, amendment, or modification
28 of any federal contract, grant, loan, or cooperative agreement.

1 (2) If any funds other than federally-appropriated funds have been paid or
2 will be paid to any person for influencing or attempting to influence an officer or employee of
3 any agency, a member of Congress, an officer or employee of Congress, or an employee of a
4 member of Congress in connection with this federal contract, grant, loan, or cooperative
5 agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form
6 to Report Lobbying," in accordance with its instructions.

7 (3) The undersigned shall require that the language of this certification be
8 included in the award documents for all subawards at all tiers (including subcontracts,
9 subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub-
10 recipients shall certify and disclose accordingly. This certification is a material representation
11 of fact upon which reliance was placed when this transaction was made or entered into.

12 (4) The HOUSING AUTHORITY does not assume the COUNTY'S Federal
13 environmental responsibilities described at 24CFR 570.604. Pursuant to Section 15051 (d) of
14 the Title 14 of the California Administrative Code, COUNTY is designated as the lead agency
15 for the administration of the Homeless Prevention and Rapid Re-housing Program (HPRP).

16 (5) The HOUSING AUTHORITY acknowledges that the source of funding
17 pursuant to this Agreement is Homeless Prevention and Rapid Re-housing Program (HPRP)
18 funds (CFDA 14.257).

19 17. LEAD-BASED PAINT HOUSING AUTHORITY and all subcontractors, if any,
20 shall comply with the requirements, as applicable, of the Lead-Based Paint Poisoning
21 Prevention Act (42 U.S.C. 4801 *et seq.*), as amended by the Residential Lead-Based Paint
22 Hazard Reduction Act of 1992 (42 USC 4851 *et seq.*) and implementing regulations issued at
23 24 CFR Part 35, Subparts A, B, N, and R, for all housing occupied by families receiving
24 HPRP assistance.

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1 18. NOTICES. Any notices required or desired to be served by either party upon the
2 other shall be addressed to respective parties as set out below, or to such other addresses as
3 from time-to-time shall be designated by the respective parties:

<u>COUNTY</u>	<u>HOUSING AUTHORITY</u>
Suzanne Holland, Assistant Director Economic Development Agency P.O. Box 1180 Riverside, CA 92502	Heidi Marshall, Assistant Director Housing Authority of the County of Riverside 5555 Arlington Avenue Riverside, CA 92504

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9 19. BINDING ON SUCCESSORS. HOUSING AUTHORITY, its heirs, assigns and
10 successors in interest shall be bound by all the provisions contained in this Agreement, and all
11 of the parties thereto shall be jointly and severally liable hereunder.

12 20. ASSURANCES AND WARRANTIES. HOUSING AUTHORITY represents
13 and warrants (1) that it has access to professional advice and support to the extent necessary to
14 enable HOUSING AUTHORITY to fully comply with the terms of the Agreement and to
15 otherwise carry out the requirements of the HPRP Subgrantee, (2) that it is duly organized,
16 validly existing and in good standing under the laws of the State of California, (3) that it has
17 the full power and authority to undertake the HPRP and to execute this Agreement, (4) that
18 the persons executing and delivering this Agreement are authorized to execute and deliver
19 such documents on behalf of HOUSING AUTHORITY and (5) that neither HOUSING
20 AUTHORITY nor any of its principals is presently debarred, suspended, proposed for
21 debarment, declared ineligible, or voluntarily excluded from participation in connection with
22 the transaction contemplated by this Agreement.

23 21. ASSISTANCE TERMINATION. HOUSING AUTHORITY may, in
24 accordance with the Recovery Act, terminate assistance provided to program participants that
25 violate HPRP program requirements. HOUSING AUTHORITY is required to have COUNTY
26 approved policies and procedures that govern the termination and grievance process that
27 recognizes a participant's right to due process of law. The procedures must describe the
28 HOUSING AUTHORITY's program requirements and the termination process, as well as the

1 grievance procedure that outlines participant's rights to request a hearing or other recourse
2 regarding the termination of their assistance.

3 22. JURISDICTION AND VENUE. This Agreement shall be governed by the
4 laws of the State of California. Any action at law or in equity arising under this Agreement or
5 brought by a party hereto for the purpose of enforcing, construing or determining the validity
6 of any provision of this Agreement shall be filed in the Riverside County, State of California.

7 23. SEVERABILITY. Each paragraph and provision of this Agreement is severable
8 from each other provision, and if any provision or part thereof is declared invalid, the
9 remaining provisions shall remain in full force and effect.

10 24. WAIVER. Failure by a party to insist upon the strict performance of any of the
11 provisions of this Agreement by the other party, or the failure by a party to exercise its rights
12 upon the default of the other party, shall not constitute a waiver of such party's rights to insist
13 and demand strict compliance by the other party with the terms of this Agreement thereafter.

14 25. ENTIRE AGREEMENT. This Agreement is intended by the parties hereto as
15 the final and exclusive expression of the provisions contained in this Agreement and it
16 supersedes and replaces any and all prior and contemporaneous agreements and
17 understandings, oral or written, in connection therewith. This Agreement may be modified or
18 changed only upon the written consent of the parties hereto.

19 26. MINISTERIAL ACTS. The Assistant County Executive Officer/EDA of
20 COUNTY's Economic Development Agency or designee(s) are authorized to take such
21 ministerial actions as may be necessary or appropriate to implement the terms, provisions, and
22 conditions of this Agreement as it may be amended from time to time by COUNTY.

23 27. INTERPRETATION AND GOVERNING LAW. This Agreement and any
24 dispute arising hereunder shall be governed by and interpreted in accordance with the laws of
25 the State of California. This Agreement shall be construed as a whole according to its fair
26 language and common meaning to achieve the objectives and purposes of the parties hereto, and
27 the rule of construction to the effect that ambiguities are to be resolved against the drafting party
28 shall not be employed in interpreting this Agreement, all parties having been represented by

1 counsel in the negotiation and preparation hereof.

2 28. AUTHORITY TO EXECUTE. The persons executing this Agreement or exhibits
3 attached hereto on behalf of the parties to this Agreement hereby warrant and represent that they
4 have the authority to execute this Agreement and warrant and represent that they have the
5 authority to bind the respective parties to this Agreement to the performance of its obligations
6 hereunder.

7 29. HPRP MARKETING MATERIALS. All marketing materials regarding the
8 COUNTY HPRP shall contain the following language: "A program administered by the
9 Housing Authority of the COUNTY on behalf of the Riverside County Economic
10 Development Agency."

11 30. EFFECTIVE DATE. The effective date of this Agreement is the date the parties
12 sign the Agreement. If the parties sign the Agreement on more than one date, then the last date
13 the Agreement is signed by a party shall be the effective date.

14 31. COUNTERPARTS. This Agreement may be signed by the different parties
15 hereto in counterparts, each of which shall be an original but all of which together shall
16 constitute one and the same agreement.

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1 33. MODIFICATION OF AGREEMENT. This Agreement may be modified or
2 amended only by a writing signed by the duly authorized and empowered representatives of
3 COUNTY and HOUSING AUTHORITY respectively.

4 **IN WITNESS WHEREOF**, the parties hereto have hereunto set their hands and seals
5 this day and year first above written.

6
7 **COUNTY OF RIVERSIDE**

**HOUSING AUTHORITY OF THE
COUNTY OF RIVERSIDE**


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11 By: _____
12 Jeff Stone, Chairman
Board of Supervisors

By: _____
Jeff Stone, Chairman
Board of Commissioners

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18 ATTEST:
19 Kecia Harper-Ihem
Clerk of the Board

Approved As To Form:
Pamela J. Walls
County Counsel

20
21 By: _____
22 Deputy

By:  9/17/09
Deputy Michele Clark

23
24 SH:JT

25
26 *Authenticity*
FORM APPROVED COUNTY COUNSEL

27 BY:  9/17/09
TIFFANY N. NORTH DATE

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

I. GENERAL INFORMATION

HUD Grant No. S09-UY-06Y-0506

SUBGRANTEE NAME: Housing Authority of the County of Riverside

ADDRESS: 5555 Arlington Avenue
Riverside, CA 92504

PROGRAM CONTACTS: Carrie Harmon, Senior Development Specialist

PHONE: 951-343-5461 FAX: (951) 384-1130

E-MAIL: charmon@rivcoeda.org

PROJECT NAME: Homelessness Prevention and Rapid Re-Housing Program

PROJECT LOCATION: Countywide

LEVEL OF ENVIRONMENTAL CLEARANCE: **HPRP activities are Categorically Excluded pursuant to 24 CFR Part 50.19 (b)(3),(11), and (12).**

PROJECT FUNDING SUMMARY: **HPRP Funds (Subgrant) \$4,170,000**

II. SCOPE OF SERVICES

A. Overview

The American Recovery and Reinvestment Act of 2009 (ARRA) provided funding to the U. S. Department of Housing and Urban Development (HUD) to establish the Homeless Prevention and Rapid Re-housing Program (HPRP) to prevent individuals and families from becoming homeless or help those who are experiencing homelessness to be quickly re-housed and stabilized. HUD expects that HPRP funds be targeted and prioritized to serve households that are most in need of this temporary assistance and are most likely to achieve stable housing, whether subsidized or unsubsidized, outside of HPRP after the program concludes. The program is focused on housing for homeless and at-risk households, and is designed to provide temporary financial assistance and housing relocation and stabilization activities to individuals and families who are homeless or who would be homeless *but for* this assistance.

Two populations are targeted:

1. Individuals and families currently in housing but who are at risk of becoming homeless and need temporary rent or utility assistance to prevent them from becoming homeless or assistance to move to another housing unit (Prevention).
2. Individuals and families who are experiencing homelessness and need temporary assistance in order to obtain housing and retain it (Rapid Re-Housing).

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

Riverside County HPRP Funding

Through ARRA, Congress has appropriated approximately \$1.5 billion nationally for HPRP. Riverside County's allocation is \$4,276,900. The Economic Development Agency (EDA) which currently serves as the Grantee for the County's ESG program will also serve as the Grantee for HPRP. As Grantee, the EDA was responsible for developing the Substantial Amendment to the Riverside County Consolidated Plan which is then reviewed and approved by HUD.

The Amendment consists of the identification of a Subgrantee (to serve as the "lead agency"); an overview of the County's HPRP service plan; an estimated budget summary; and the required HUD certifications. Once the program is operational, EDA will provide ongoing administrative oversight to ensure the program complies with HUD regulations and expectations. Day to day program administration will be the responsibility of the lead agency.

The Housing Authority of the County of Riverside (HACR) has been selected to serve as the HPRP Subgrantee to administer the County's HPRP. This decision is based on two (2) factors: (1) the Housing Authority possesses the staffing, capacity, knowledge, and experience to effectively implement and administer HPRP; and (2) the selection of one qualified and capable organization is a much more efficient and effective process to implement the HPRP compared to a more time consuming RFP process.

HACR presently operates a successful Tenant Based Rental Assistance (TBRA) Program in partnership with the City of Riverside. This program is fundamentally comparable to the County's proposed HPRP especially pertaining to the rental assistance component of HPRP. The County and HACR will utilize the TBRA program as a basic model but will add more comprehensive case management and supportive services as provided by HPRP.

As Subgrantee, HACR has the ability to subcontract specialized services if the need arises. These specialized services include, but are not limited to: case management, supportive services, and stabilization services.

B. Coordination with the Continuum of Care

In addition to preventing and mitigating increases in homelessness resulting from the current economic crisis, HPRP offers a once-in-a-generation opportunity to transform homeless assistance to be more effective and efficient. This funding can be used not only to enhance existing Continuum of Care activities, but to transform homeless assistance, shifting the focus from providing shelter to preventing homelessness and quickly re-housing people who do become homeless.

HACR has designed a program delivery structure that fully incorporates existing Continuum of Care resources and allows for multiple points of entry to ensure that services are readily accessible to collaborating agencies. Additionally, the following actions will be taken to ensure coordination with the Continuum of Care:

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

1. HACR will host a HPRP technical assistance workshop and “focus groups” with the Continuum of Care during the development of the Implementation Plan. The fundamental items to be determined are: HPRP program guidelines (including types and maximum amount of financial assistance); prioritization of homeless “risk factors;” universal intake, assessment, and housing plan tools; and the development a seamless referral process.
2. Periodic reports provided to the Continuum of Care Steering Committee on HPRP activity and performance.
3. The solicitation of specialized case management/housing stabilization services from specific Continuum of Care members to address identified urgent or unmet needs
4. The inclusion of HPRP as a standing agenda item at Continuum of Care meetings as a means of receiving feedback, input, and further refining HPRP services.

The HPRP program design is fully aligned with homeless prevention priorities articulated in the *County of Riverside's Ten Year Strategy to End Homelessness*.

C. Service Delivery Strategy

The Riverside County HPRP Plan is intended to transform homeless assistance, shifting the focus from providing shelter to preventing homelessness and quickly re-housing people who become homeless. It is intended to provide “just enough” assistance to prevent or end an episode of homelessness, stretching resources as far as possible. The plan has been developed in response to guidance provided by HUD, the National Alliance to End Homelessness, and Beyond Shelter, a pioneer in the rapid re-housing field. This plan will also incorporate input from the Continuum of Care and mainstream service providers.

The service delivery strategy is based on a commitment to a coordinated “No Wrong Door” model. This model provides for consumer entry through multiple points of contact and ensures a consistent, coordinated response to a housing crisis through the use of centralized intake, needs assessment and housing planning in addition to streamlined referrals among all partner agencies. This model, a hybrid of centralization and coordination, capitalizes on the community’s existing assets, while advancing real systems change through greater consistency and accountability to improve effectiveness of interventions offered to consumers.

As lead agency, HACR will establish “one stop housing resource centers” strategically located throughout the County. These centers will provide:

- Housing Information Services
- Triage
- Financial Services
- Housing Case Management
- Data Collection

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

Through the establishment of HPRP service site strategically positioned within the county, collaboration with the Continuum of Care, and the engagement of other community service agencies, HACR, will ensure that consumers will always be no more than one “linked referral” away from a complete intake and comprehensive assessment of their housing needs.

D. Eligibility

HUD has provided for discretion at the local level in determining who is most in need of HPRP services. It is not expected that all program participants will experience the same level of need or receive the same level of support. In order to receive HPRP services, individuals and families – whether homeless or housed – must meet the following **minimum criteria**:

1. Individual or household must be at or below 50% of Area Median Income.

Effective 03/19/2009

Household Size	Extremely Low Income (30% of median)		Very Low (50% of median)	
	Annual	Monthly	Annual	Monthly
1	\$14,000	\$1,167	\$23,300	\$1,942
2	\$16,000	\$1,333	\$26,650	\$2,221
3	\$18,000	\$1,500	\$29,950	\$2,496
4	\$20,000	\$1,667	\$33,300	\$2,775
5	\$21,600	\$1,800	\$35,950	\$2,996
6	\$23,200	\$1,933	\$38,650	\$3,221
7	\$24,800	\$2,067	\$41,300	\$3,442
8	\$26,400	\$2,200	\$43,950	\$3,663
9	\$28,000	\$2,333	\$46,600	\$3,883
10	\$29,600	\$2,467	\$49,300	\$4,108
11	\$31,200	\$2,600	\$51,950	\$4,329
12	\$32,800	\$2,733	\$54,600	\$4,550
13	\$34,400	\$2,867	\$57,300	\$4,775
14	\$36,000	\$3,000	\$59,950	\$4,996

2. Individual or household must be either homeless or at risk of losing its housing and 1) has not identified appropriate subsequent housing options and 2) lacks financial resources and support networks to identify immediate housing or remain in existing housing.
 - To meet the HPRP Notice’s definition of homeless (which is similar – but not identical - to the McKinney Vento definition used in the Supportive Housing

Program (SHP) and Shelter Plus Care (SPC) programs) an individual or family must be: sleeping in an emergency shelter; sleeping in a place not meant for human habitation such as cars, parks, abandoned buildings, street/sidewalks; staying in a hospital or other institution for up to 180 days but were sleeping in an emergency shelter or other place not meant or human habitation immediately prior to entry into the hospital or institution;

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

graduating from or timing out of a transitional housing program; or a victim of domestic violence .

- An individual or family meets the definition of “at risk of homelessness” if they are facing the immediate loss of their housing (eviction, notice to vacate, the foreclosure of rental unit, or asked to leave family member’s home); living in substandard housing; or overcrowded per Section 8 guidelines.
3. Individual or household must have an initial consultation with a case manager or authorized representative who can determine the appropriate level of assistance.
 4. Legal Residency: Subgrantee acknowledges that neither the HPRP regulations nor the Recovery Act repeal or modify any of the provisions the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“PRWORA”). HPRP payments will be considered as “Federal Public Benefits” under the PROWA, and therefore, cannot be used to provide such assistance to a non-qualified alien.

Qualified aliens, defined in §431 of PRWORA, as amended, include:

- Aliens lawfully admitted for permanent residence under the Immigration and Nationality Act (INA) – *a.k.a* “**Green Card**”;
- Refugees, admitted under §207 of the INA;
- Aliens granted asylum under §208 of the INA;
- Cuban and Haitian Entrants, as defined in §501(e) of the Refugee Education Assistance Act of 1980;
- Aliens granted parole for at least one year under §212(d)(5) of the INA;
- Aliens whose deportation is being withheld under (1) §243(h) of the INA as in effect prior to April 1, 1997; or (2) §241(b)(3) of the INA, as amended;
- Aliens granted conditional entry under §203(a)(7) of the INA in effect before April 1, 1980;
- Battered aliens, who meet the conditions set forth in §431(c) of PRWORA, as amended; and
- Victims of a severe form of trafficking, in accordance with §107(b)(1) of the Trafficking Victims Protection Act of 2000, P.L. 106-386.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

5. High-Risk Households: Additionally, HPRP services will be targeted to “high risk” households with the following characteristics:
- a. Meets the criteria for eligible populations above;
 - b. Has income at or below the 30 percent of Area Median Income; and
 - c. Has one more of the following characteristics:
 - Is disabled and/or elderly
 - Has experienced 2 or more moves in the past year
 - Has a child under the age 5, or is pregnant
 - Is under age 24 and was in the foster care system at some point
 - Has a prior episode of homelessness
 - Is a large family (containing 4 or more children)

Important Notice Regarding Eligibility

HUD’s expects HPRP funds to be targeted locally to households “who would be homeless *but for* this assistance.” Therefore the most appropriate households for assistance are households with moderate barriers to the resumption of permanent housing. While many households may meet the basic eligibility criteria detailed above, these households many not have the ability to maintain housing stability once HPRP financial assistance is discontinued. A crucial step in the eligibility process is the assessment conducted by the HPRP Housing Specialists using standard intake and assessment tools recommended by the National Alliance to End Homelessness.

E. Services

HPRP is not intended to provide long-term support. Services will be focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping them develop a plan for preventing future housing instability. HACR will establish a clear process for determining the type, level, and duration of assistance for each program participant utilizing assessment tools and housing plans recommended by the National Alliance to End Homelessness. There are four categories of services, all of which are focused on housing:

- Housing Information Services
- Homeless Prevention
- Rapid Re-housing
- Housing Placement

Housing Information Services

Many households who become homeless are unaware of housing resources and programs that could have assisted them while they were still stably housed. A key component for stability for extremely low income households is long term rental subsidies however information on various housing programs is not always readily accessible and applicants are often discouraged by long waiting lists. One of the major objectives of HACR’s HPRP program is to create a “clearinghouse” of housing resources that is available through the HPRP service sites and will remain available after the completion of the HPRP program. Housing Information Services will include:

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

- An explanation of the various housing subsidy programs available in Riverside County including Section 8, Public Housing, Bond Units, affordable housing sponsored by cities, Housing Opportunities Program, and VASH.
- Strategies to creatively manage housing costs.
- Information on other housing resources such as sober living homes, shared housing, and SRO's.
- An opportunity to register for the Section 8 and Public Housing programs administered by HACR.
- A list of affordable housing units within their neighborhood.
- A list of landlords who are willing to work with credit issues and evictions.
- Homeless resources available through the Continuum of Care (for households who are homeless and require additional supports)

Homeless Prevention

Homeless Prevention services will focus on proving case management and financial services to households “at risk of losing their housing.” The Housing Specialist must assess the household’s ability to maintain the housing once the assistance has been provided. Homeless Prevention services are not designed to prolong housing if the determination is made that the loss of housing cannot be avoided. The following services are offered as Homeless Prevention:

1. Case Management: includes intake, assessment, and ongoing housing counseling to prevent homelessness and facilitate self-sufficiency. Component services include:
 - a. Assessing the household for eligibility and appropriateness for prevention services;
 - b. Developing an individualized housing and service plan, including a path to permanent housing stability after HPRP assistance;
 - c. Developing, securing, and coordinating services;
 - d. Advocating with landlords
 - e. Assuring that program participants’ rights are protected, and
 - f. Monitoring and evaluation of program participant progress.
2. Financial Assistance:
 - a. Utility Payment Arrears (up to 6 months)
 - b. Rental Arrears (up to 6 months);
 - c. Moving Cost Assistance: HPRP funds can cover reasonable moving costs, such as truck rental, hiring a moving company, or short-term storage fees for a maximum of three months or until the program participant is in housing, whichever is shorter.

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HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

- d. Security and Utility Deposits;
- e. Short or Medium Term Rental Subsidies
- f. Hotel/Motel Vouchers: HPRP funds may be used for reasonable and appropriate motel and hotel vouchers for up to thirty (30) days if no appropriate shelter beds are available, and subsequent rental housing has been identified but is not immediately available for move-in.

Rapid Re-housing

Rapid Re-housing services will focus on the rapid return to permanent housing for families that are currently homeless. As with Homeless Prevention Assistance, the Housing Specialist must assess the household's ability to maintain the housing once the assistance has been discontinued. Rapid Re-housing services will be targeted towards households who have ability to quickly stabilize and maintain housing. Rapid Re-housing recipients will receive the same case management and financial assistance options as described above.

Housing Search and Placement

Housing Search and Placement refers to services and activities designed to assist individuals or families in locating, obtaining, and retaining suitable housing. There may be some households who do not require case management or financial assistance but due to recent evictions or serious credit issues require assistance with locating housing.

Component services or activities may include:

- Tenant counseling;
- Assisting individuals and families with understanding leases;
- Negotiating leases and rental terms;
- Securing utilities;
- Making moving arrangements;
- Representative payee services concerning rent and utilities, and
- Mediation and outreach to property owners related to locating or retaining housing.

HPRP is designed and intended to provide housing-related assistance. Financial assistance or services to pay for expenses available through other Recovery Act programs, such as child care and employment training, are not eligible.

Maximum HPRP Assistance: The maximum amount of per household HPRP financial assistance is as follows:

Rapid Re-Housing	\$15,500
Homelessness Prevention	\$5,000

Individual exceptions to these HPRP assistance limits must be approved by the County in writing.

F. Targets and Goals

HPRP has three overarching goals:

1. Prevent households from becoming homeless.
2. Divert individuals and families who are apply for shelter, when appropriate, into other housing.
3. Help people who become homeless to quickly move into permanent housing.

Goal 1: Prevent households from becoming homeless.

Prevention requires extensive community outreach to identify people at risk of becoming homelessness. It also requires good targeting of prevention resources to ensure that resources meet the people most likely to become homeless. To successfully accomplish this goal, this plan includes objectives relating to outreach, targeting and effectiveness.

Outputs

- Direct outreach to high-risk neighborhoods.
- The establishment of a toll-free HPRP information line and HPRP website to facilitate self-referral and agency-referrals.
- Outreach to public agencies that serve at risk-populations, other community agencies, and the Faith Based Community.
- The establishment of a streamlined referral process with the Continuum of Care.

Measures

- At least eighty percent (80%) of households receiving prevention assistance will report housing stabilization as a result of services.
- Seventy-five percent (75%) will remain stably housed at the six month mark.
- Seventy (70%) will remain stably housed at the twelve month mark.

Goal 2: Divert individuals and families who are apply for shelter, when appropriate, into other housing.

The emergency shelter system been viewed as the “first responders” when households become homeless. However, research has proven that emergency shelter is more expensive that placing a homeless household into permanent housing. Often times the first call is to a shelter when in fact there may be more appropriate community resources available to stabilize the household’s living situation.

Outputs

- The creation of a standard diversion assessment tool that can be used by all emergency shelter providers (both shelter operators and community agencies which provide motel/hotel voucher assistance).
- The establishment of a fast track referral process with local emergency shelter providers whereby households identified as viable candidates for diversion are redirected to a HPRP Housing Specialist for rapid re-housing services.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

Measures

- At least ninety percent (90%) of households who are experiencing their first incidence of homelessness and who have a stable source of income will be assessed for shelter diversion.
- Seventy percent (70%) of households who are successfully diverted from a shelter will be re-housed within 10 days.
- Seventy-five percent (75%) will remain stably housed at the six month mark.
- Seventy (70%) will remain stably housed at the twelve month mark.

Goal 3: Help people who become homeless to quickly move into permanent housing.

Most people who become homeless due to economic situations can exit homelessness quickly without assistance. Currently homeless households should be assessed for their strengths, resources, and barriers to exiting homelessness, focusing on credit problems, prior evictions, sustainable income, and other factors that are immediate obstacles to acquiring permanent housing or returning to family/friends. The housing search process should be initiated as soon as possible.

Outputs

- The creation of a standard assessment tool and housing plan that can be used by all homeless service providers.
- The establishment of a fast track referral process with local homeless service providers whereby households identified as viable candidates for rapid re-housing are quickly referred to a HPRP Housing Specialist.
- On-going housing case management services for households receiving short and medium term rental assistance.
- Collaborations with other community agencies such as Workforce Development, TANF, Mental Health, Public Health, Veterans Services, Office on Education, and the school districts to ensure that assisted households receive additional community supports that are necessary for the household to stabilize.

Measures

- At least eighty-five percent (85%) of households receiving rapid re-housing services will secure stable housing.
- Seventy-five percent (75%) will remain stably housed at the six month mark.
- Seventy (70%) will remain stably housed at the twelve month mark.

G. Reporting and Data Collection

As an ARRA funded program, HUD requires a much higher level of reporting for HPRP to ensure that stimulus funds are used effectively and appropriately. HUD has established a quarterly reporting timetable for the duration of the three year program. These quarterly reports detail program expenditures and service numbers. As a local program, HPRP must also be evaluated at the community level. To make certain that HPRP is meeting the housing needs of County residents, HACR will provide regular reports to the Continuum of Care, the Coachella Valley Association of Government's (CVAG) Homeless Subcommittee, and other relevant groups.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

Data Collection

All agencies receiving HPRP funding are required by HUD to utilize their local Continuum of Care’s Homeless Management Information System (HMIS) to enter and collect data on HPRP recipients. The Department of Public Social Services (DPSS) administers and coordinates the HMIS system for the Riverside Continuum of Care. DPSS will issue software licenses and provide training and technical support to HACR staff for HPRP. The existing HMIS system will be modified slightly to capture data on “at risk households” who have traditionally not been served by the Continuum of Care. HACR Housing Specialists will enter consumer data into the HMIS system within 48 hours of consumer interaction according to locally agreed upon standards. HPRP data will be incorporated into the Continuum of Care’s homeless planning efforts which include the consolidated application for Continuum of Care funding, the Ten Year Plan to End Homelessness, the annual Riverside County Homeless Census, and the Local Emergency Shelter Strategy (LESS).

Reporting

The Housing Authority will also provide all necessary and applicable data to the County so that the required HPRP performance reports (Initial, Quarterly, and Annual) can be prepared and submitted to HUD as required below:

Report Type	Reporting Period
Initial Performance Report – Serves as the first Quarterly Performance report. Due to HUD October 10, 2009. Report data to County no later than October 6, 2009.	Date of HUD obligation of funds to grantee through September 30, 2009
Quarterly Performance Reports – Due to HUD no more than ten (10) days after the end of each fiscal quarter in which HPRP funds are expended. Report data due to County no later than six (6) days at the end of each fiscal quarter.	October 1 - December 31 January 1 – March 31 April 1 – June 30 July 1 – September 30
Annual Performance Report – Due to HUD no more than 60 days after the end of the federal fiscal year for each fiscal year in which HPRP funds are expended. Data due to County no more than 45 days from end of fiscal year.	October 1 – September 30

III. SUBGRANTEE CAPACITY

By executing this Subgrantee’s Agreement, the Subgrantee certifies that it has the appropriate number of trained and knowledgeable staff, adequate facilities, proper equipment, required licensing and permitting, and sufficient amount of financial resources necessary to implement and carry out the activities funded with CDBG funds. Subgrantee will immediately notify County of any significant changes in organizational management, assigned staff, change in facilities, or any other event that could potentially impact Subgrantee’s performance under this Agreement. Any changes in the above items are subject to the prior approval of the County.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

IV. PERFORMANCE MONITORING

The County of Riverside Grantee will monitor the performance of the Subgrantee against goals and performance standards as stated above. Substandard performance as determined by the County will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Subgrantee within a reasonable period of time after being notified by the County, contract suspension or termination procedures will be initiated.

V. HPRP BUDGET

It is expressly agreed and understood that the total amount to be paid by the County under this Agreement shall not exceed **\$4,170,000**. Drawdowns for the payment of eligible expenses shall be made against the line item budgets specified in this Section and in accordance with performance.

The County may require a more detailed budget breakdown than the one contained herein, and the Subgrantee shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the County. Any amendments to the budget must be approved in writing by both the County and Subgrantee.

HPRP Budget Allocation Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance	\$1,492,056	\$1,400,000	\$2,892,056
Housing Relocation and Stabilization Services	\$564,115	\$564,115	\$1,128,230
Subtotal	\$2,056,171	\$1,964,115	\$4,020,286

Data Collection and Evaluation	\$ 42,769
Housing Authority Administration	\$ 106,945
Total HPRP Amount Budgeted for Subgrantee	\$4,170,000
HPRP Administration Funds withheld by County	\$ 106,900
Total HPRP Grant for County	\$4,276,900

III. ADMINISTRATIVE REQUIREMENTS

A. Accounting Standards

The Subgrantee agrees to comply with 24 CFR 84 or 85 as applicable and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

B. Cost Principles

The Subgrantee shall administer the HPRP in conformance with OMB Circulars A-122, “Cost Principles for Non-Profit Organizations,” A-21, “Cost Principles for Educational Institutions,” or OMB Circular A-87, “Cost Principles for State, Local and Indian Tribal Governments as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

C. Documentation and Record Keeping

1. Records to be Maintained

The Subgrantee shall maintain all records required by the Federal regulations specified in HPRP Notice of Funding (Docket No. FR-5307-N-01) and the County’s HPRP Substantial Amendment that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- i. Records providing a full description of each activity undertaken;
- ii. Records demonstrating that each activity undertaken is eligible under the HPRP;
- iii. Records required to determine the eligibility of activities;
- iv. Records documenting compliance with the fair housing and equal opportunity components of the HPRP program;
- v. Financial records as required by the HPRP regulations.

2. Records Retention

The Subgrantee shall retain all financial records, supporting documents, statistical records, and all other records pertinent to the Agreement for a period of five (5) years. The retention period begins on the date of the submission of the County’s annual performance and evaluation report to HUD in which the activities assisted under the Agreement are reported on for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the five-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the five-year period, whichever occurs later.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

3. Client Data

The Subgrantee shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to County monitors or their designees for review upon request. In accordance with HPRP regulations, Subgrantee will implement procedures to: a) ensure the confidentiality of records pertaining to any individual or family provided with HPRP assistance; and b) the address or location of any assisted housing will not be made public.

4. Disclosure

The Subgrantee understands that client information collected under this contract is private and the use or disclosure of such information, when not directly connected with the administration of the County's or Subgrantee's responsibilities with respect to services provided under this contract, is prohibited by applicable federal and State law unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-outs

The Subgrantee's obligation to the County shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the County), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Subgrantee has control over HPRP funds, including program income.

6. Audits & Inspections

All Subgrantee records with respect to any matters covered by this Agreement shall be made available to the County, HUD, and the Controller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Subgrantee within 30 days after receipt by the Subgrantee. Failure of the Subgrantee to comply with the above audit requirements will constitute a violation of this contract and may result in the withholding of future payments. The Subgrantee hereby agrees to have an annual agency audit conducted in accordance with current County policy concerning subrecipient audits and OMB Circular A-133.

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

IV. PROJECT IMPLEMENTATION AND SCHEDULE

Subgrantee will perform and complete the activities described in Section II in conformance with the schedule of tasks and milestones listed below:

<u>Tasks / Milestone</u>	<u>Start Date</u>
Execute Subgrantee's Agreement & Notice to Incur Cost	September 30, 2009
Implement HPRP Activities	September 30, 2009
Initiate HMIS Reporting	September 30, 2009
Subgrantee Submit Data For Initial Performance Report	October 6, 2009
Subgrantee Submits Data for Quarterly Reports (Year 1)	January 5, 2010 April 5, 2010 July 7, 2010 October 5, 2010
Subgrantee Submits Data for Year 1 Annual Performance Report	October 6, 2010
Subgrantee Submits Data for Quarterly Reports (Year 2)	January 5, 2011 April 6, 2011 July 6, 2011 October 5, 2011
Subgrantee Submits Data for Year 2 Annual Performance Report	October 6, 2011
Subgrantee Complies with 60% Year 2 Drawdown Requirements	September 30, 2011
Subgrantee Submits Data for Quarterly Reports (Year 3)	January 5, 2012 April 6, 2012 July 6, 2012 October 5, 2012
Subgrantee Complies with 100% Year 3 Drawdown Requirement	September 30, 2012

COUNTY OF RIVERSIDE

HPRP SUBGRANTEE AGREEMENT – EXHIBIT A

Subgrantee Submits Data for
Year 3 Annual Performance Report

October 6, 2012

County Implements Semi-Annual
Subgrantee Monitoring Actions

January 2010
July 2010
January 2011
July 2011
January 2012
July 2012

Subgrantee Submits Monthly Reimbursement
Requests

November 15, 2009

HPRP Program Services Complete

September 30, 2012

**Final HPRP Reimbursement Request
Submitted**

December 15, 2012

EXHIBIT B

**COUNTY OF RIVERSIDE
HPRP SUBGRANTEE AGREEMENT**

**HPRP SUBSTANTIAL AMENDMENT
2008-2009 One Year Action Plan**

RIVERSIDE COUNTY
ECONOMIC DEVELOPOMENT AGENCY

SUBSTANTIAL AMENDMENT
TO THE
2008-2009 ONE-YEAR ACTION PLAN
OF THE
COUNTY OF RIVERSIDE
2004-2009 CONSOLIDATED PLAN

HOMELESSNESS PREVENTION
AND
RAPID RE-HOUSING PROGRAM (HPRP)



FORM HUD-40119

HPRP SUBSTANTIAL AMENDMENT

TABLE OF CONTENTS

- I. SF-424 AND CERTIFICATIONS
- II. FORM HUD-40119 SUBSTANTIAL AMENDMENT
- III. ATTACHMENTS

SECTION I

FORM SF-424 AND HPRP CERTIFICATIONS

APPLICATION FOR FEDERAL ASSISTANCE

OMB Approved No. 3076-0006

Version 7/03

1. TYPE OF SUBMISSION: Application <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	Pre-application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	2. DATE SUBMITTED May 12, 2009	Applicant Identifier S-08-UC-06-0506
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: County of Riverside		Organizational Unit: Department: Economic Development Agency	
Organizational DUNS: 064772721		Division: Community Services Division	
Address: Street: 1325 Spruce Street, Suite 400		Name and telephone number of person to be contacted on matters involving this application (give area code)	
City: Riverside		Prefix:	First Name: John
County: Riverside		Middle Name:	
State: CA		Last Name: Thurman	
Zip Code: 92507	Suffix:		
Country: USA		Email: JThurman@RIVCOEDA.ORG	
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 95-6000930		Phone Number (give area code) (951) 955-8916	Fax Number (give area code) (951) 955-9505
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) <input type="checkbox"/> <input type="checkbox"/>		7. TYPE OF APPLICANT: (See back of form for Application Types) 8. County Other (specify)	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Homeless Prevention and Rapid Re-Housing Program (HPRP) 12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Riverside County		9. NAME OF FEDERAL AGENCY:	
13. PROPOSED PROJECT Start Date: 09/01/2009		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: Projected use of Homeless Prevention and Rapid Re-Housing Program (HPRP) funds.	
Ending Date: 09/01/2012		14. CONGRESSIONAL DISTRICTS OF: a. Applicant 41st, 44th, 45th, 49th	
15. ESTIMATED FUNDING:		b. Project 44st, 44th, 45th, 49th	
a. Federal	\$ 4,276,900.00	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS? a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372 <input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
b. Applicant	\$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
c. State	\$.00		
d. Local	\$.00		
e. Other	\$.00		
f. Program Income	\$.00		
g. TOTAL	\$ 4,276,900.00		
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 Honorable	First Name Jeff	Middle Name	
Last Name Stone		Suffix	
b. Title Chairman, Board of Supervisors		c. Telephone Number (give area code) (951) 955-1030	
d. Signature of Authorized Representative <i>Jeff Stone</i>		e. Date Signed May 12, 2009	

ATTEST: Kecia Harper-Ihem, Clerk of the Board
by: *[Signature]* Deputy
FORM APPROVED COUNTY COUNSEL
by: *[Signature]* MICHELLE CLACK
DATE: 5/13/09

GENERAL CERTIFICATIONS FOR STATE OR LOCAL GOVERNMENT FOR THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the state, territory, or local government certifies that:

Affirmatively Further Fair Housing – The state, territory, or local government will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, 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.

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 state, territory, or local government'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 paragraphs 1 and 2 of this 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 Local Government, State, or Territory -- The submission of the consolidated plan is authorized under state law and local law (as applicable) and the jurisdiction or state possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with HPRP 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.

Jeff Stone
 Signature/Authorized Official - Jeff Stone

May 12, 2009
 Date

Chairman, Board of Supervisors
 Title

ATTEST: Kecia Harper-Ihem
 Clerk of the Board of Supervisors
 by: [Signature]
 Deputy

**Homelessness Prevention and Rapid Re-Housing Program (HPRP)
Certifications**

The HPRP Grantee certifies that:

Consolidated Plan – It is following a current HUD-approved Consolidated Plan or CHAS.


Consistency with Plan – The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Confidentiality – It will develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

Discharge Policy – A certification that the State or jurisdiction has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

HMIS – It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.



Signature/Authorized Official - Jeff Stone


Chairman, Board of Supervisors

Title

May 12, 2009

Date

ATTEST:
Kecia Harper-Ihem
Clerk of the Board of Supervisors

by: 

Deputy

FORM APPROVED COUNTY COUNSEL

MICHELLE CLACK 5/4/09 DATE

SECTION II

HPRP SUBSTANTIAL AMENDMENT

FORM HUD-40119

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

On March 19, 2009, the County of Riverside was notified by the U.S. Department of Housing and Urban Development (HUD) that the County would receive \$4,276,900 of Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds under Title XII of the *American Recovery and Reinvestment Act of 2009* (ARRA). The primary purpose of the HPRP is to provide homelessness prevention assistance and services to households that would otherwise become homeless – many due to economic circumstances – and to provide assistance to rapidly “re-house” and stabilize those that are homeless.

It is the intent of the County to utilize the HPRP funds for both homeless prevention and rapid re-housing activities throughout the County of Riverside. In addition, the County intends to enter into a “sub-grant” agreement with the Housing Authority of Riverside County to implement and perform these activities.

In order to receive these HPRP funds, the County must prepare and submit a Substantial Amendment to the County’s 2008-2009 One Year Action Plan of the 2004-2009 Five Year Consolidated Plan. This HPRP Substantial Amendment was processed in accordance with the County’s Citizen Participation Plan except for the public comment period. The HPRP Notice allowed a public comment period of no less than twelve (12) days.

Grantees eligible to receive funds under the Homelessness Prevention and Rapid Re-Housing Program (HPRP) are required to complete a substantial amendment to their Consolidated Plan 2008 Action Plan. This form sets forth the required format for this substantial amendment. A completed form is due to HUD within 60 days of the publication of the HUD HPRP notice.

To aid grantees in meeting this submission deadline, the HPRP Notice reduces the requirement for a 30-day public comment period to no less than 12 calendar days for this substantial amendment. With this exception, HPRP grantees are required to follow their Consolidated Plan’s citizen participation process, including consultation with the Continuum of Care (CoC) in the appropriate jurisdiction(s). Grantees are also required to coordinate HPRP activities with the CoC’s strategies for homeless prevention and ending homelessness. To maximize transparency, HUD strongly recommends that each grantee post its substantial amendment materials on the grantee’s official website as the materials are developed.

A complete submission contains the following three documents:

- 1) A signed and dated SF-424,
- 2) A completed form HUD-40119 (this form), and
- 3) Signed and dated General Consolidated Plan and HPRP certifications.

For additional information regarding the HPRP program, visit the HUD Homelessness Resource Exchange (www.hudhre.info). This site will be regularly updated to include HPRP resources developed by HUD and its technical assistance providers.

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Information is submitted in accordance with the regulatory authority contained in each program rule. The information will be used to rate applications, determine eligibility, and establish grant amounts.

Public reporting burden for this collection of information is estimated to be 16 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. To the extent that any information collected is of a confidential nature, there will be compliance with Privacy Act requirements. However, the substantial amendment to the Consolidated Plan 2008 Action Plan does not request the submission of such information.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

A. General Information

Grantee Name	Riverside County Economic Development Agency
Name of Entity or Department Administering Funds	Community Services Division
HPRP Contact Person (person to answer questions about this amendment and HPRP)	John Thurman
Title	CDBG/ESG Program Administrator
Address Line 1	1325 Spruce Street, Suite 400
Address Line 2	
City, State, Zip Code	Riverside, CA 92507
Telephone	951-955-8916
Fax	951-955-9505
Email Address	jthurman@rivcoeda.org
Authorized Official (if different from Contact Person)	Robert Field
Title	Assistant County Executive Officer- EDA/FM
Address Line 1	1325 Spruce Street, Suite 400
Address Line 2	
City, State, Zip Code	Riverside, CA 92507
Telephone	951-955-4861
Fax	951-955-9289
Email Address	RFIELD@rc-facilities.org
Web Address where this Form is Posted	http://www.rivcoeda.org/

Amount Grantee is Eligible to Receive*	\$4,276,900
Amount Grantee is Requesting	\$4,276,900

*Amounts are available at <http://www.hud.gov/recovery/homelesspreventrecov.xls>

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

B. Citizen Participation and Public Comment

1. Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment (limit 250 words).

Response: As set forth in the County's Citizen Participation Plan, a public notice was published on April 30, 2009, regarding the HPRP Substantial Amendment. The notice was published in all regional editions of the *Press Enterprise*, a paper of general circulation. The public notice informed concerned citizens and other interested parties that the County intended to approve a Substantial Amendment to the 2008-2009 One Year Action Plan by adding the HPRP program. The public notice also provided information about the following:

- A brief description of the County's proposed HPRP;
- The locations where this substantial amendment could be reviewed;
- The 12-day comment period and procedures for submitting comments; and
- The time and location of the Board of Supervisor meeting where the HPRP Substantial Amendment will be considered for approval

Beginning April 30, 2009, the County's HPRP Substantial Amendment was available for viewing on the Economic Development Agency's website at www.rivcoeda.org and at the website of the Housing Authority of Riverside County at www.harivco.org. The Substantial Amendment could also be viewed at the offices of the Economic Development Agency located at 1325 Spruce Street, Suite 400, Riverside, CA 92507. All comments had to be received at the EDA offices no later than 5:00 PM on May 11, 2009.

On May 12, 2009, the Riverside County Board of Supervisors, at their regular 9:00 AM meeting, approved the HPRP Substantial Amendment. The County will submit the HPRP Substantial Amendment to HUD on or before May 18, 2009.

2. Provide the appropriate response regarding this substantial amendment by checking one of the following options:

- Grantee did not receive public comments.**
- Grantee received and accepted all public comments.
- Grantee received public comments and did not accept one or more of the comments.

No written comments were received during the 12-day public comment period. Two comments were made during the Board of Supervisors' meeting on May 12, 2009.

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

3. Provide a summary of the public comments regarding this substantial amendment. Include a summary of any comments or views not accepted and the reasons for non-acceptance.

Response: As noted above, no written comments were received by the County during the 12-Day HPRP Substantial Amendment public comment period. Public comments were made during the Board of Supervisor's meeting prior to the Board's approval of the substantial amendment. These comments are summarized below:

Representatives from Operation Safe House, a non-profit organization providing homeless shelter and services to youth in Riverside County, provided comment regarding the need for increased funding for transitional housing programs for youth, ages 18-21.

A resident of the unincorporated community of Meadowbrook provided comment regarding the use of HPRP funds that has the potential to benefit "illegal" or "unqualified" aliens.

C. Distribution and Administration of Funds

Reminder: The HPRP grant will be made by means of a grant agreement executed by HUD and the grantee. The three-year deadline to expend funds begins when HUD signs the grant agreement. Grantees should ensure that sufficient planning is in place to begin to expend funds shortly after grant agreement.

1. Check the process that the grantee plans to use to select sub-grantees. Note that a sub-grantee is defined as the organization to which the grantee provides HPRP funds.

Competitive Process

Formula Allocation

Other (Specify:) **The County will enter into a direct sub-grant agreement with the to the Housing Authority of Riverside County**

2. Briefly describe the process indicated in question 1 above (limit 250 words).

Response: The County thoroughly evaluated the available options regarding the sub-granting of the HPRP funds to implement the program. The County considered the option of allocating HPRP funds to one sub-grantee or allocating to multiple sub-grantees, similar to the County's ESG program.

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

The County is proposing to select the Housing Authority of the County of Riverside (HACR) as the sub-grantee to administer the County's HPRP. This decision is based upon two (2) factors: (1) the HACR possesses the staffing, capacity, knowledge, and experience to effectively implement and administer the HPRP; and (2) the selection of one qualified and capable organization is a much more efficient and effective process to implement the HPRP compared to a more time consuming RFP process.

HACR presently operates a successful Tenant Based Rental Assistance (TBRA) Program in partnership with the City of Riverside. This program is fundamentally comparable to the County's proposed HPRP especially pertaining to the rental assistance component of HPRP. The County and HACR will utilize the TBRA program as a basic model but will add more comprehensive case management and supportive services as provided by HPRP.

In addition, as the sub-grantee, HACR may utilize the specialized services of various subcontractors to assist in the operation of the HPRP in the County. These specialized services may include, but are not limited to, case management, supportive services, and stabilization services for:

- | | |
|-------------------------|------------------------|
| ▫ Domestic Violence | ▫ Seniors and Disabled |
| ▫ Large Families | ▫ Legal Services |
| ▫ Persons with HIV/AIDS | ▫ Mental Health |

3. Briefly describe the process the grantee plans to use, once HUD signs the grant agreement, to allocate funds available to sub-grantees by September 30, 2009, as required by the HPRP Notice (limit 250 words).

Response: As noted above, the County is proposing to enter into a sub-grant with HACR. There will be no need to conduct an RFP process. Upon approval by the Board of Supervisor, County staff will begin to prepare a HPRP Sponsor's Agreement. This HPRP Sponsor's Agreement will be based upon the current CDBG agreement used by the County with modifications specific to the HPRP. In addition, upon approval by the Board of Supervisors, HACR will begin to develop a detailed HPRP Implementation Plan.

Upon HUD's approval of the County's HPRP Substantial Amendment – no later than July 2, 2009 – the County will prepare the final HPRP Sponsor's Agreement. This agreement will incorporate the HPRP Implementation Plan as well as more detailed programmatic scope of work, performance and timeliness measures, reporting requirements, use of administrative funds, HPRP expenditure rate, and other Federal-HPRP requirements.

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

Both the Board of Supervisors and the Housing Authority's Board of Commissioners must approve the HPRP Sponsor's Agreement. It is anticipated that the HPRP Sponsor's Agreement as well as HUD's HPRP Grant Agreement will be approved by the County at the same Board of Supervisor meeting – well in advance of the September 30, 2009, deadline date.

4. **Describe the grantee's plan for ensuring the effective and timely use of HPRP grant funds on eligible activities, as outlined in the HPRP Notice. Include a description of how the grantee plans to oversee and monitor the administration and use of its own HPRP funds, as well as those used by its sub-grantees (limit 500 words).**

Response: The County has selected an appropriate program model for the HPRP as well as a capable and qualified sub-grantee to ensure effective and timely use of HPRP funds. HACR has demonstrated that the current TBRA program in the City of Riverside can be used as an effective model for HPRP and that they have the staffing and resources necessary to implement and manage the HPRP on a County-wide basis.

HACR has developed a HPRP Client Processing Flow Chart (Attachment I) that shows the basic case management stages of clients for either Homeless Prevention or Rapid Re-Housing. Each eligible client/participant, upon initial and subsequent evaluation by HACR staff, will work with their assigned case manager to develop a customized HPRP Service Plan, depending upon the household or family's needs and circumstances. Each HPRP Service Plan will serve as a client's roadmap to achieve stable housing through HPRP as well as other Recovery Act programs, *Continuum of Care* providers, and other resources.

All proposed activities under the County's HPRP will comply with the eligible activities as set forth in the HPRP regulations. The Housing Authority has budgeted and will use HPRP for all four (4) activity categories:

Financial assistance – rental payments, security and utility deposits, utility payments, moving cost assistance, and motel vouchers.

Housing Relocation and stabilization – comprehensive case management services including counseling, monitoring, evaluation; outreach; housing search and placement; tenant counseling; and mediation.

Data Collection and Evaluation – detailed data collection, reporting, and analysis through the Homeless Management Information System (HMIS).

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

Administrative costs - five-percent (5%) of the total HPRP grant can be utilized for program administrative costs including program staff salaries, pre-award costs, and other eligible administrative expenses.

The County's Economic Development Agency/Facility Management (EDA/FM) is responsible for the complete administration of the County's CDBG and ESG (Urban County) programs. EDA/FM will be responsible for direct monitoring, oversight, and performance evaluation of HACR under this HPRP. The existing CDBG and ESG subrecipient monitoring guidelines and procedures will be adapted for oversight of the HPRP.

As discussed in item C.3. above, the County and the Housing Authority will develop and execute a HPRP Sponsor's Agreement that incorporates the HPRP Implementation Plan, HPRP reporting requirements, specific critical dates, and expenditure milestones. Additionally, legally binding provisions will be included in the contract with HACR to make certain that HPRP funds are only spent on eligible activities.

Both agencies have established policies and procedures as well as significant experience in the administration of HUD-funded programs. Monitoring practices will include desk reviews of all invoices and payment requests to ensure that HPRP funds are expended on eligible activities and that all costs are properly documented prior to reimbursement. Random auditing of client files/HPRP Service Plans will be conducted throughout the three-year program. All HPRP monitoring will be conducted with standardized programmatic and fiscal monitoring tools - all monitoring actions including site visits will result in the preparation of a detailed monitoring reports.

D. Collaboration

- 1. Briefly describe how the grantee plans to collaborate with the local agencies that can serve similar target populations, which received funds under the American Recovery and Reinvestment Act of 2009 from other Federal agencies, including the U.S. Departments of Education, Health and Human Services, Homeland Security, and Labor (limit 250 words).**

Response: An important goal of the County and HACR is to effectively leverage the maximum amount of other financial resources to assist in the successful implementation of the HPRP.

Riverside County has been disproportionately impacted by the current economic and housing crisis. It is imperative that other funding received under ARRA is used collaboratively. To this end, the County and the Housing Authority plan to collaborate in the following manner:

**Substantial Amendment to the 2008-2009 One Year Action Plan
of the 2004-2009 Consolidated Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

- a. Workforce Investment Act (WIA) ARRA Programs (EDA) – WIA staff and subcontractors will be notified of HPRP intake center locations, referral procedures, program resources, and requirements. A mutual referral system will be developed ensuring a seamless process for clients to utilize both programs.
- b. Temporary Aid to Needy Families (TANF) ARRA Program (Riverside County Department of Public Social Services) – All HPRP clients will be screened for mainstream benefit eligibility at intake. A fast track referral system will be put into place to expedite the TANF intake process.
- c. Department of Education McKinney Vento ARRA Programs (Riverside County Office of Education) – HACR is an active participant in the Riverside County Continuum of Care as is the Office of Education. HACR will ensure that Office of Education staff is aware of HPRP intake center locations, referral procedures, program resources, and requirements.
- d. Department of Homeland Security Emergency Food and Shelter Program ARRA funds- the Housing Authority is a member of the local EFSP board and will ensure that EFSP funds are effectively leveraged with the new HPRP program.

2. Briefly describe how the grantee plans to collaborate with appropriate Continuum(s) of Care and mainstream resources regarding HPRP activities (limit 250 words).

Response: The County and the Housing Authority will increase and expand their participation in the Riverside County Continuum of Care – as well as the local EFSP Board and the 10 Year Planning Process. This improved level of participation is necessary because it is clear that the County's HPRP cannot be effectively implemented and administered without the assistance of the Continuum of Care's participants. (Attachment II).

The County and the Housing Authority will implement the following actions to ensure the collaboration of Continuum of Care partners:

- Conduct HPRP technical assistance workshop and “focus groups” with Continuum of Care agencies during the development of the HPRP Implementation Plan. The fundamental items to be determined are: HPRP program guidelines (including types and maximum amount of financial assistance); prioritization of homelessness “risk factors”; uniform screening process; centralized and streamlined client intake, client evaluation (rating/score), referral, and case management procedures; outreach and engagement activities; and coordinated housing search activities.

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- Provide quarterly reports on the HPRP performance to the Continuum of Care Steering Committee
 - Solicit specialized case management/housing stabilization services from specific Continuum of Care members to address indentified urgent or unmet service/needs areas
 - Solicit regular feedback and input from Continuum of Care members via quarterly meetings
 - Continue to coordinate current homeless resources with HPRP resources.
3. **Briefly describe how HPRP grant funds for financial assistance and housing relocation/stabilization services will be used in a manner that is consistent with the grantee's Consolidated Plan (limit 250 words).**

Response: The County's 2004-2009 Five Year Consolidated Plan and the recently adopted 2009-2014 Consolidated Plan include goals and priorities to provide resources to reduce homelessness and assist in homelessness prevention.

A major homeless objective indentified in the Consolidated Plan is preventing new episodes of homelessness. This objective can be accomplished by:

- Implementing a county-wide homeless prevention strategy that includes utility assistance, deposit assistance, housing search assistance, landlord/tenant mediation, and short term rental subsidies designed to prevent at least half (50%) of the 7,000 homeless who become homeless each ear from becoming homeless during the next five years.
- Establishing county-wide protocols and procedures to prevent people from being discharged from public and private institutions of care into homelessness.

Furthermore, the Consolidated Plan identifies one of the five (5) priority homeless activities as:

“...the development of homeless prevention and “housing first” programs to prevent low and extremely-low income persons or families from falling into homelessness and significantly reduce the length of time homeless persons or families reside in emergency shelters and transitional housing program.”

All of the proposed financial assistance and housing relocation/stabilization activities under the County's HPRP will facilitate, encourage, and support efforts to

**Substantial Amendment to the 2008-2009 One Year Action Plan
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Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

achieve those Consolidated Plan goals and priorities. The County's HPRP allocates funding to both Homelessness Prevention and Rapid Re-Housing. Further, these goals are the same goals present in the Continuum of Care's Consolidated Application for Homeless Assistance funding and the Riverside County 10-Year Strategy to End Homelessness.

E. Estimated Budget Summary

HUD requires the grantee to complete the following table so that participants in the citizen participation process may see the grantee's preliminary estimated amounts for various HPRP activities. Enter the estimated budget amounts for each activity in the appropriate column and row. The grantee will be required to report actual amounts in subsequent reporting.

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance ¹	\$1,492,056	\$1,400,000	\$2,892,056
Housing Relocation and Stabilization Services ²	\$564,115	\$564,115	\$1,128,230
Subtotal (add previous two rows)	\$2,056,171	\$1,964,115	\$4,020,286

Data Collection and Evaluation ³	\$42,769
Administration (up to 5% of allocation)	\$213,845
Total HPRP Amount Budgeted⁴	\$4,276,900

¹Financial assistance includes the following activities as detailed in the HPRP Notice: short-term rental assistance, medium-term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance, and motel or hotel vouchers.

²Housing relocation and stabilization services include the following activities as detailed in the HPRP Notice: case management, outreach, housing search and placement, legal services, mediation, and credit repair.

³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

⁴This amount must match the amount entered in the cell on the table in Section A titled "Amount Grantee is Requesting."

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F. Authorized Signature

By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)



Signature/Authorized Official - Jeff Stone

May 12, 2009

Date

Chairman, Riverside County Board of Supervisors
Title

ATTEST:

KECIA HARPER-IHEM, Clerk of the Board

by: 

Deputy

FORM APPROVED COUNTY COUNSEL

BY: 
MICHELLE CLACK DATE

SECTION III

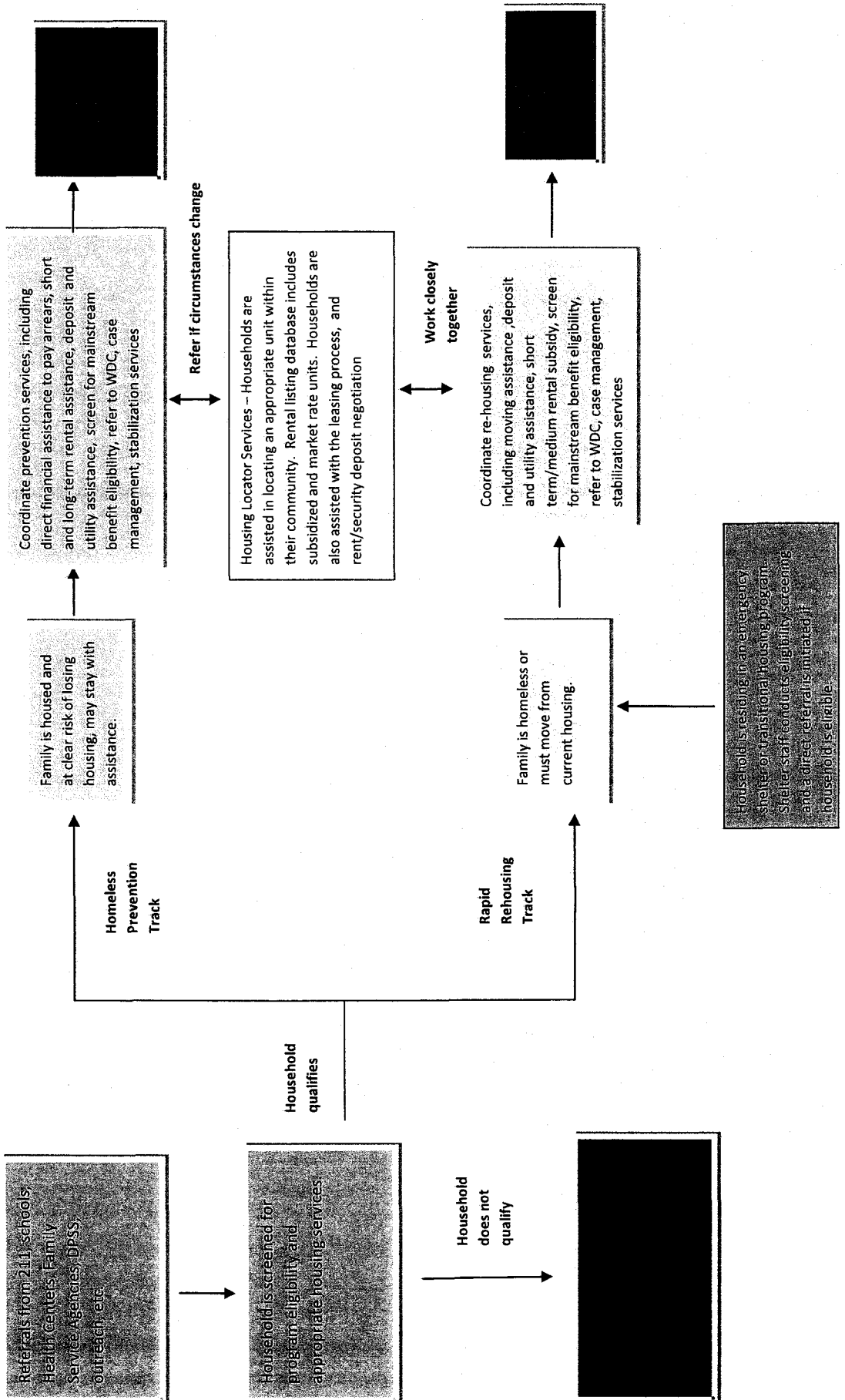
ATTACHMENTS TO THE SUBSTANTIAL AMENDMENT

ATTACHMENT I

HPRP CLIENT SERVICING FLOWCHART

COUNTY OF RIVERSIDE

HOMELESS PREVENTION AND RAPID REHOUSING FLOWCHART



ATTACHMENT II

RIVERSIDE COUNTY CONTINUUM OF CARE

PROVIDER ORGANIZATIONS

(1) Provider Organizations	(2) Prevention					(3) Outreach			(4) Supportive Services									
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
ABC Recovery Center									✓	✓	✓				✓			
Ageless Reflections Senior Assistance		✓	✓															
AIDS Assistance									✓									
Alpha and Omega Homes									✓	✓	✓					✓		
Alternatives to Domestic Violence				✓	✓				✓	✓								
American Cancer Society										✓			✓					✓
Anza Valley Christian Men's Service Club									✓									
Arlanza Community Learning Center															✓			
Arlington SDA Community Services			✓															
Arlington Temporary Services			✓															
Banning Community Center									✓									
Birth Choice of Desert Hot Springs													✓		✓			
Birth Choice of Hemet													✓		✓			
Birth Choice of Temecula													✓		✓			
Blythe Emergency Food Pantry									✓									
Blythe Family Service Center									✓									
Bread of Life									✓									
California Employment Development Dept.															✓			
Care-A-Van Transit Inc.																		✓
Casa Blanca Home of Neighborly Services									✓									
Catholic Charities		✓	✓	✓					✓			✓	✓					
Central County United Way									✓						✓	✓		
Child Abuse Prevention Center of Riverside County				✓					✓	✓								
Children of the Night									✓	✓		✓	✓		✓			

(1)	(2) Prevention	(3) Outreach	(4) Supportive Services
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Provider Organizations	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
	Church of Christ									✓								
Church of Nazarene									✓									
City of Corona Housing & Development	✓									✓					✓			
City of Moreno Valley Housing & Development	✓									✓					✓			
City of Riverside Housing Development Corporation	✓									✓					✓			
Coachella Valley Rescue Mission									✓	✓							✓	
Community Access Center				✓					✓	✓					✓	✓		
Community Assistance Program of Moreno Valley			✓						✓									
Community Health Systems							✓						✓					
Community Investment Corporation	✓			✓						✓					✓			
Community Light and Life									✓									
Community Outreach Ministries			✓						✓									
Community Pantry of Hemet/San Jacinto	✓	✓		✓					✓									
Community Settlement Association	✓	✓							✓									
Corona Police Department								✓										
Corona-Norco Settlement House	✓	✓	✓						✓									
Court Appointed Special Advocates (CASA)									✓	✓								
Covenant House				✓	✓	✓			✓		✓	✓	✓		✓	✓		
Desert AIDS Project				✓	✓		✓		✓		✓	✓	✓	✓		✓		✓
Desert Blind and Handicapped Assn. Inc.									✓									✓
Desert Health Care																		✓
Desert Hot Springs Family Resource Center			✓						✓			✓			✓	✓		
Desert Hot Springs Police Department								✓										
Desert Samaritans for the Elderly			✓						✓			✓						
Destiny Resource Center									✓									
Dial-a-Ride Paratransit Services																		✓
Economic Development Agency															✓	✓		
Eddie Dee Smith Senior Community Center				✓	✓				✓			✓						

(1)	(2) Prevention	(3) Outreach	(4) Supportive Services
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Provider Organizations

	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Empower Youth									✓						✓	✓		
Enlightenment/Last Chance Program									✓	✓					✓	✓		
Episcopal Community Services	✓	✓							✓	✓		✓	✓					
Evangequip Missions									✓									
Family Service Association of Western Riverside County									✓	✓		✓					✓	
Fight Cancer Now										✓					✓			✓
FISH of Lower Coachella Valley									✓									
Food in Need of Distribution									✓									
Food NOW									✓									
Girls and Boys Town National Hotline									✓	✓		✓						
God's Helping Hand Ministries			✓							✓	✓					✓		
Harmony Lunch Kitchen									✓									
Heartline Ministries									✓									
HELP, Inc.			✓						✓									✓
Helping Hands									✓									
Helping Our People in Elsinore, Inc. (HOPE)									✓	✓								✓
Hemet Food Center									✓									
Hemet Senior Service Center									✓									✓
Hit Home Program									✓									
Housing Authority of Riverside County	✓	✓							✓	✓					✓			
Include Me, Inc.				✓					✓							✓		
Indio Police Department								✓										
Inland Empire Health Plan												✓						
Jewish Family Services									✓	✓		✓	✓		✓	✓		
Kansas Avenue Seventh Day Adventist Church Community Services									✓									
Kay Cenicerros Senior Center				✓	✓				✓			✓						
La Sierra University Church Community Services									✓									
Lake Elsinore Senior Activity Center				✓	✓				✓			✓						

(1)	(2) Prevention	(3) Outreach	(4) Supportive Services
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Provider Organizations	(1)																		
	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation	
Lake Elsinore Unified School District																			
Loving Options Pregnancy Support Center									✓	✓			✓						
Lutheran Social Services		✓							✓	✓	✓								
Martha's Village & Kitchen									✓	✓					✓	✓			
Mecca Family and Farm Workers			✓						✓	✓			✓						
Menifee Valley Community Cupboard									✓										
MFI Recovery, Inc.									✓	✓	✓							✓	
Moreno Valley Community Hospital									✓	✓	✓	✓	✓	✓					
National Assistance League									✓										
National Kidney Foundation of Southern California													✓		✓				
National Life Center									✓	✓			✓		✓				
New Hope Ministries									✓										
Operation SafeHouse									✓	✓		✓	✓		✓	✓			✓
Option House						✓			✓	✓									
Our Lady of Perpetual Help									✓										
Palm Springs Baptist Church									✓										
Palm Springs Police Department								✓											
Palm Springs Redevelopment Agency	✓			✓					✓	✓									
Path of Life Ministries				✓					✓	✓	✓	✓			✓	✓			
Perris Valley Clothes Closet									✓										
Perris Valley Family Resource Center		✓	✓						✓	✓									
Precious Cargo Family Service									✓	✓					✓				
Prime of Life, Inc.			✓		✓														
Project Kind Free									✓										
PW Enhancement Center		✓							✓										
Richard Allen Community Services									✓										
Riverside Area Rape Crisis Center				✓	✓				✓	✓		✓							
Riverside City Mission									✓										

(1)	(2) Prevention	(3) Outreach	(4) Supportive Services
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Provider Organizations

	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Riverside County Department of Public Health							✓		✓				✓	✓	✓			
Riverside County Lead Education and Abatement Program				✓					✓									
Riverside County Regional Medical Center									✓	✓	✓	✓	✓	✓				
Riverside County Department of Mental Health	✓	✓		✓		✓			✓	✓	✓	✓			✓	✓	✓	✓
Riverside County Department of Public Social Services	✓	✓	✓	✓					✓	✓			✓		✓	✓	✓	✓
Riverside County Office on Aging				✓					✓	✓						✓		
Riverside Department of Community Action			✓	✓														
Riverside Life Pregnancy Center									✓	✓			✓					
Riverside Life Services									✓	✓			✓					
Riverside Police Department								✓										
Riverside Recovery Resources									✓	✓	✓				✓		✓	
Riverside Special Transportation																		✓
Riverside Transit Agency																		✓
Riverside/San Bernardino Housing and Finance Agency	✓			✓						✓					✓			
Salvation Army		✓	✓						✓	✓								
Shelter from the Storm				✓	✓				✓	✓								
San Gorgonio Catholic Church									✓									
Seventh Day Adventist Church Community Services									✓									
Shelter from the Storm				✓	✓				✓	✓								
Social Security Administration									✓									
St. Martha Community Food Pantry									✓									✓
State of California Department of Health Services										✓			✓					
Stopping the Aftermath of Violence Effectively (SAVE)									✓									
Sunline Transit Agency																		✓
Survivors of Sexual Assault									✓	✓								
Temecula Family Health Center										✓			✓					
Temecula Senior Center									✓									✓
Temecula/Murrieta Community Pantry									✓									✓

(1)

(2)
Prevention

(3)
Outreach

(4)
Supportive Services

Provider Organizations

	Mortgage Assistance	Rental Assistance	Utilities Assistance	Counseling/Advocacy	Legal Assistance	Street Outreach	Mobile Clinic	Law Enforcement	Case Management	Life Skills	Alcohol & Drug Abuse	Mental Health Counseling	Healthcare	HIV/AIDS	Education	Employment	Child Care	Transportation
Tender Loving Missions									✓									
Turning Point Group Home for Girls									✓	✓					✓			
US Vets, Inc.						✓			✓	✓	✓				✓			
USDA Rural Development		✓		✓					✓	✓								
Valley Health System												✓						
Valley Restart Shelter									✓	✓					✓			
VCF Community Services									✓									
Veterans Administration									✓	✓	✓	✓	✓	✓	✓	✓		✓
Vineyard of the New Wine									✓									
Volunteer Center of Riverside County									✓									✓
Well in the Desert									✓									
Whiteside Manor									✓	✓	✓							
Wildomar Senior Service Center				✓	✓				✓									
Youth Service Center									✓	✓	✓	✓						