

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

725



**FROM:** Department of Public Social Services

**SUBMITTAL DATE:**  
May 6, 2014

**SUBJECT:** U.S. Department of Housing and Urban Development (HUD) Grant Funds District-All ; [\$49,997 total]; [\$49,997 annually]; 100% Federal Funds

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Ratify, receive, and file Grant Number CA1209L9D081200 between the Department of Public Social Services and the U.S. Department of Housing and Urban Development (HUD) for Homeless Assistance Program funds.
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to execute a professional service agreement with Family Services Association (Subrecipient) for an amount not to exceed \$49,997.
3. Authorize the Director of the Department of Public Social Services (DPSS) to administer the Agreements with Family Services Association.
4. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to sign amendments that do not change the substantive terms of the Agreements, including amendments to the compensation provision that do not exceed \$49,997.

*Susan von Zabern*  
Susan von Zabern  
Director

FORM APPROVED COUNTY COUNSEL  
DATE 6/2/14  
BY: PAUL J EARLY  
Departmental Concurrence

Purchasing: *Mark Seiler*  
Mark Seiler, Assistant Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 49,997	\$ 49,997	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
<b>SOURCE OF FUNDS:</b> Federal Funding: 100% State Funding: 0%; County Funding: 0%; Realignment Funding: 0%; Other Funding: 0%				Budget Adjustment: No	
				For Fiscal Year: 13-14	

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *Jennifer L. Sargent*  
Jennifer L. Sargent

County Executive Office Signature

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- Positions Added
- 4/5 Vote
- Change Order

Prev. Agn. Ref.: N/A

District: All

Agenda Number:

**3-50**

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**  
**FORM 11:** U.S. Department of Housing and Urban Development (HUD) Grant Funds District-All ; [\$49, 997 total]; [\$49,997 annually]; 100% Federal Funds

**DATE:** May 6, 2014

**PAGE:** Page 2 of 2

**BACKGROUND:**

In accordance with Board Resolution No. 2010-045, approved by the Board on May 25, 2010 (Item 3.38), the authority to accept McKinney-Vento Homeless Assistance Act funding was delegated to the Director of DPSS. With the full execution of the attached Grant Agreements by HUD, the Grant Agreements are being submitted to the Board to receive and file as the official copies of record.

On May 5, 2014 the Department of Public Social Services received the fully executed Grant Agreement # CA1209L9D081200 from the HUD Los Angeles Field Office which was signed on April 18<sup>th</sup> and April 25<sup>th</sup> by DPSS and HUD, respectively. Awarded funds will provide funding for a Permanent Housing Program for seniors. The program shall provide five (5) beds in a shared housing model, as well as, supportive services for homeless seniors.

This program is operated by Family Services Association, a non-profit organization located in Riverside County. The grant period for this project is April 25, 2014 through April 24, 2015. However, HUD reserves the right to adjust the grant period to begin on the operating start date or the date of the first claim, as indicated in the grant agreement.

**Impact on Residents and Businesses**

The program will provide housing opportunities for homeless seniors, connect them to mainstream services, promote a healthy and balanced lifestyle and strive for each client to become as economically and emotionally self-sufficient as possible.

**Contract History and Price Reasonableness**

On January 17, 2013, DPSS submitted an application for Homeless Assistance funds to the U.S. Department of Housing and Urban Development (HUD). This project is the only new project submitted for the 2012 NOFA.

SvZ:eps



U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
611 W. 6th Street  
Suite 800  
Los Angeles, CA 90017

**Tax ID No.: 95-6000930**

**Project Location: 21250 Box Springs Rd. Ste. 212, Moreno Valley, CA. 92557**

**Grant Number: CA1209L9D081200**

**Effective Date:**

**DUNS No.: 152240540**

## **2012 CONTINUUM OF CARE PROGRAM GRANT AGREEMENT**

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

This Agreement is governed by title IV of the McKinney-Vento Homeless Assistance Act 42 U.S.C. 11301 et seq. (the “Act”) and the Continuum of Care Program regulation (the “Regulation”).

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

The Application is incorporated herein as part of this Agreement, except that only the project listed, and only in the amount listed on the Scope of Work, is funded by this Agreement. In the event of any conflict between any application provision and any provision contained in this Agreement, this Agreement shall control.

Exhibit 1, the FY2012 Scope of Work, is attached hereto and made a part hereof. If appropriations are available for Continuum of Care grants; and if Recipient applies under a Notice of Funds Availability published by HUD; and, if pursuant to the selection criteria in the Notice of Funds Availability, HUD selects Recipient and the project for renewal, then additional exhibits may be attached to this Agreement. Those additional exhibits, when attached, will also become a part hereof.

The effective date of the Agreement shall be the date of execution by HUD and it is the date use of funds under this Agreement may begin. If the project funded by this Agreement is a new project, Recipient and HUD will set an operating start date in LOCCS for the project, which will be used to track expenditures and to determine when the project is eligible for renewal. If this Agreement renews funding for a project, the term of this Agreement shall begin at the end of the Recipient’s final operating year for the grant being renewed, and eligible costs incurred for the project between the end of Recipient’s final operating year under the grant being renewed and the execution of this Agreement may be paid with funds from the first operating year of this Agreement.

This Agreement shall remain in effect until termination either 1) by agreement of the parties; 2) by HUD alone, acting under the authority of 24 CFR 578.107; or 3) upon expiration of the final operating year of the project funded under this Agreement.

Recipient agrees:

1. To ensure the operation of the project listed on the Scope of Work in accordance with the provisions of the Act and all requirements of the Regulation;
2. To monitor and report the progress of the project to the Continuum of Care and HUD;
3. To ensure, to the maximum extent practicable, that individuals and families experiencing homelessness are involved, through employment, provision of volunteer services, or otherwise, in constructing, rehabilitating, maintaining, and operating facilities for the project and in providing supportive services for the project;
4. To require certification from any subrecipient that:
  - a. Subrecipient will maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project;
  - b. The address or location of any family violence project assisted with grant funds will not be made public, except with written authorization of the person responsible for the operation of such project;
  - c. Subrecipient will establish policies and practices that are consistent with, and do not restrict, the exercise of rights provided by subtitle B of title VII of the Act and other laws relating to the provision of educational and related services to individuals and families experiencing homelessness;
  - d. In the case of a project that provides housing or services to families, that subrecipient will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, including early childhood programs such as Head Start, part C of the Individuals with Disabilities Education Act, and programs authorized under subtitle B of title VII of the Act;
  - e. The subrecipient, its officers, and employees are not debarred or suspended from doing business with the Federal Government; and
  - f. Subrecipient will provide information, such as data and reports, as required by HUD; and
5. To establish such fiscal control and accounting procedures as may be necessary to assure the proper disbursement of, and accounting for grant funds in order to ensure that all financial transactions are conducted, and records maintained in accordance with generally accepted accounting principles, if the Recipient is a Unified Funding Agency;
6. To monitor subrecipient match and report on match to HUD;
7. To take the educational needs of children into account when families are placed in housing and will, to the maximum extent practicable, place families with children as close as possible to their school of origin so as not to disrupt such children's education;
8. To monitor subrecipient at least annually;
9. To use the centralized or coordinated assessment system established by the Continuum of Care as required by §578.7(a)(8). A victim service provider may choose not to use the Continuum of Care's centralized or coordinated assessment system, provided that victim service providers in the area use a centralized or coordinated assessment system that meets HUD's minimum requirements and the victim service provider uses that system instead;
10. To follow the written standards for providing Continuum of Care assistance developed by the Continuum of Care, including the minimum requirements set forth in §578.7(a)(9);

11. Enter into a subrecipient agreement requiring subrecipient to operate the project in accordance with the provisions of this Act and all requirements under 24 CFR 578; and
12. To comply with such other terms and conditions as HUD may have established in the applicable Notice of Funds Availability.

HUD notifications to the Recipient shall be to the address of the Recipient as stated in the Application, unless HUD is otherwise advised in writing. Recipient notifications to HUD shall be to the HUD Field Office executing the Agreement. No right, benefit, or advantage of the Recipient hereunder may be assigned without prior written approval of HUD.

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

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

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

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

By:

  
\_\_\_\_\_  
(Signature)


William Vasquez, Director  
\_\_\_\_\_  
(Typed Name and Title)

4/25/14  
\_\_\_\_\_  
(Date)

**RECIPIENT**

County of Riverside  
\_\_\_\_\_  
(Name of Organization)

By:

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

Susan von Zabern, Director  
\_\_\_\_\_  
(Typed Name and Title of Authorized Official)

4/18/14  
\_\_\_\_\_  
(Date)

Tax ID Number: 95-6000930  
Project Location: 21250 Box Springs Rd. Ste. 212, Moreno Valley, CA. 92557  
Grant Number: CA1209L9D081200  
Effective Date:  
DUNS Number: 152240540

EXHIBIT 1  
SCOPE OF WORK for FY2012 COMPETITION

1. This Agreement is governed by the Continuum of Care program Interim Rule attached hereto and made a part hereof as Exhibit 1a. Upon publication for effect of a Final Rule for the Continuum of Care program, the Final Rule will govern this Agreement instead of the Interim Rule. The project listed on this Exhibit at 3., below, is also subject to the terms of the FY2012 Notice of Funds Availability.
2. The Continuum that designated Recipient to apply for grant funds is not a high-performing community.
3. Recipient is not a Unified Funding Agency and was not the only Applicant the Continuum of Care designated to apply for and receive grant funds and is not the only Recipient for the Continuum of Care that designated it. HUD's total funding obligation for this grant is \$49,997 for project number CA1209L9D081200. In accordance with 24 CFR 578.105(b), Recipient is prohibited from moving more than 10% from one budget line item in a project's approved budget to another without a written amendment to this Agreement. The obligation for this project shall be allocated as follows:

a. CoC Planning cost	\$0
b. Acquisition	\$0
c. New construction	\$0
d. Rehabilitation	\$0
e. Leasing	\$0
f. Rental assistance	\$26,556
g. Supportive services	\$7,705
h. Operating costs	\$12,500
i. HMIS	\$0
j. Administration	\$3,236

4. No funds for new projects may be drawn down by Recipient until HUD has approved site control pursuant to §578.21 and §578.25 and no funds for renewal projects may be drawn down by Recipient before the end date of the project's final operating year under the grant that has been renewed.