

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

107



County Purchasing Department

Departmental Concurrence

County Counsel

FROM: DEPARTMENT OF PUBLIC SOCIAL SERVICES

SUBMITTAL DATE:
December 14, 2010

SUBJECT: Agreement for the Use of 2010-2011 Emergency Shelter Grant Funds from the City of Riverside

RECOMMENDED MOTION: That the Board of Supervisors ratify and:

1. Authorize the Chairman of the Board to sign the attached Agreement for the use of 2010-2011 Emergency Shelter Grant Funds between the City of Riverside and the County of Riverside Department of Public Social Services (DPSS) in the amount of Seventy Thousand Two Hundred Thirty Seven Dollars (\$70,237.00) for the period of July 1, 2010 through June 30, 2011; and
2. Authorize the Director of the Department of Public Social Services (DPSS) to sign assurances, exhibits and reports made under this agreement or any future ministerial amendment.

Susan Loew

Susan Loew, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 70,237	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2010-11

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
100% City of Riverside Emergency Shelter Grant funds	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE
BY: *Debra Curnoyer*
Debra Curnoyer

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Buster, seconded by Supervisor Benoit and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Buster, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: ~~January~~ 11, 2011
xc: DPSS

Kecia Harper-Ihem
Clerk of the Board
By: *Karl Buster*
Deputy

Prev. Agn. Ref.: 12/01/09 (#3.21) | District: 1 | Agenda Number:

3.62

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

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

TO: BOARD OF SUPERVISORS

DATE: December 14, 2010

SUBJECT: Agreement for the Use of 2010-2011 Emergency Shelter Grant Funds from the City of Riverside

BACKGROUND (Continued):

Pursuant to Subtitle B of the Stewart B. McKinney Homeless Act of 1987 (Public Law 100-77), the City of Riverside has been awarded Emergency Shelter Grant (ESG) funds for the operation and maintenance of emergency shelter facilities. In accordance with program requirements, the City of Riverside would provide to DPSS funding in the amount of \$70,237 for the period of July 1, 2010 through June 30, 2011 to defray part of the expenses of the emergency cold weather shelter. Path of Life Ministries is the current contractor providing emergency cold weather shelter services at the Hulen Place shelter in the City of Riverside.

The emergency cold weather shelter will serve up to 72 homeless persons each night during the cold weather period of December 1, 2010 through April 15, 2011. Funding provided by this Agreement will make available essential social services to shelter clients, including, but not limited to, daily hot meals, referrals to physical and mental health care services, personal care and hygiene, life skills, counseling and housing alternatives, education, job and housing placement, and other available federal, state, local and private assistance.

In FY 2009-10, the shelter served 695 unduplicated adult clients during the cold weather period. By gender, 499 males and 196 females were served. There were 8,652 bed nights of service provided.

There are no changes to the population to be served, the service site, or service modalities between this Agreement and the prior Agreement, which ended June 30, 2010.

The Board has previously approved similar City of Riverside ESG agreements, most recently on December 1, 2009 (#3.21).

FINANCIAL:

Funds for operating the shelter have been included in the fiscal year 2010-11 budget.

ATTACHMENT(S):

1. Agreement for the use of 2010-2011 Emergency Shelter Grant Funds.

CONCUR/EXECUTE –

SL:cg

CLERK'S COPY

to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147
Thank you.

**AGREEMENT FOR THE USE OF 2010-2011
EMERGENCY SHELTER GRANT FUNDS**

**COUNTY OF RIVERSIDE - DEPARTMENT OF PUBLIC SOCIAL SERVICES
Riverside Cold Weather Shelter Program
2840 Hulen Place**

THIS AGREEMENT is entered into this _____ day of _____, 2010, by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation, hereinafter referred to as "CITY", and THE COUNTY OF RIVERSIDE - DEPARTMENT OF PUBLIC SOCIAL SERVICES, a public entity, hereinafter referred to as "COUNTY".

RECITALS

WHEREAS, pursuant to Subtitle B of the Stewart B. McKinney Homeless Assistance Act of 1987 (Public Law 100-77, hereinafter referred to as the "Act"), CITY has been awarded Emergency Shelter Grant Funds ("ESG Funds") which can be used for the operation and maintenance of emergency shelter facilities together with the provision of certain essential services for homeless individuals; and

WHEREAS, CITY is authorized to distribute ESG Funds to the COUNTY who may contract with nonprofit corporations eligible for ESG Funds to provide various facilities or services for homeless individuals; and

WHEREAS, COUNTY is eligible under the Act to receive ESG Funds to contract with nonprofit corporations to provide the services as described herein pursuant to federal regulations; and

WHEREAS, CITY and COUNTY have identified the following sub-recipient to administer programs and grant funds: Path of Life Ministries (hereinafter referred to as "PATH"), a 501(c)(3) nonprofit corporation, for the Cold Weather Shelter (defined below) located at 2840 Hulen Place, Riverside, California 92507; and

WHEREAS, CITY has been awarded One Hundred Forty Thousand Four Hundred Seventy Five Dollars (\$140,475.00) by the United States Department of Housing and Urban Development ("HUD") as funding for the 2010-2011 Emergency Shelter Grant year; and

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WHEREAS, CITY agrees to disburse said HUD funding as follows: 1) to the COUNTY, the amount of Seventy Thousand Two Hundred Thirty Seven Dollars (\$70,237.00) for a cold weather shelter (“Grant Funds”); and 2) to PATH OF LIFE MINISTRIES, a non-profit corporation, for an emergency shelter at 2840 Hulen Place, the amount of Seventy Thousand Two Hundred Thirty Eight Dollars (\$70,238.00) which shall be distributed pursuant to another agreement with the CITY and PATH OF LIFE MINISTRIES.

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPES OF SERVICES, BUDGET, AND AMOUNT OF ESG FUNDS.

A. COUNTY promises and agrees to contract and enter into an agreement with PATH, who will provide, operate and maintain up to 72 beds at the emergency shelter facility located at 2840 Hulen Place, Riverside, California, 92507, for homeless men, women and children during the cold weather period of December through April under the Emergency Cold Weather Shelter Program (“Cold Weather Shelter”), as more specifically set forth and in the manner provided in the Scope of Services, attached hereto as Exhibit “A” and incorporated herein by this reference. CITY shall pay COUNTY the sum of Seventy Thousand Two Hundred Thirty Seven Dollars (\$70,237.00) of 2010-2011 ESG Funds for the operation of a Cold Weather Shelter. The Grant Funds shall be used for staff costs, building maintenance, utilities, and operation costs, and to provide essential social services for the homeless persons residing at the shelter. Such costs will be spent according to the following ratios:

- (a) Not more than 10% shall be allowable for Staff costs;
- (b) Not more than 30% shall be allowable for Homeless Prevention activities;
- (c) Not more than 30% shall be allowable for Essential Services;
- (d) The remaining funds shall be used for Operations costs.

(1) COUNTY shall require PATH to provide homeless persons with assistance in obtaining services including, but not limited to, the following:

- (a) physical health treatment, mental health treatment, professional counseling;
- (b) essential services such as personal care and hygiene, life skills counseling and education, job and housing placement, coordination with other social services agencies; and
- (c) other federal, state, local and private assistance available for such homeless individuals.

(2) COUNTY shall ensure that PATH coordinates the homeless services it provides with other service providers, specifically with the homeless emergency shelter operated by Path of Life Ministries at 2840 Hulen Place, Riverside, and to insure that outreach and essential social services are provided to all homeless persons residing at the Cold Weather Shelter. Any and all services provided hereunder shall be in full conformity with the Act and any amendments thereto and the federal regulations and guidelines now or hereinafter enacted pursuant to the Act.

B. The COUNTY hereby certifies and agrees that all Grant Funds received shall be used exclusively as described in the Budget, attached hereto as Exhibit "B"; and consistent with HUD/ESG certifications, attached hereto as Exhibit "C", and ESG regulations, attached hereto as Exhibit "D", all of which are incorporated herein by this reference. COUNTY shall ensure that PATH not make expenditures that deviate from the approved Budgets without prior written approval of the City's Development Director or his/her Designee. CITY may approve Budget modifications to this Agreement for the movement of funds within the budget categories when such modifications:

- (a) Do not exceed Ten Thousand Dollars (\$10,000) per budget cost category;
- (b) Are specifically requested by CITY;
- (c) Do not alter the amount of compensation subject to or under this Agreement;
- (d) Will not change the project goals or scope of services;
- (e) Are in the best interests of CITY and Sub-recipient in performing the scope of services under this Agreement; and
- (f) As related to salaries, are in accordance with applicable salary ordinances or law.

2. SITE LOCATIONS.

A. Cold Weather Shelter, which is a subject of this Agreement, is located at 2840 Hulen Place, Riverside, California 92507 ("Hulen Place Site"). Said Hulen Place Site shall be physically, organizationally, and financially separate and distinct from any other homeless service operations undertaken by COUNTY.

(1) COUNTY agrees to require that PATH maintain the Hulen Place Site in a good and clean manner and the Hulen Place Site shall be maintained in compliance with City

property maintenance requirements and the conditions of the City Conditional Use Permit (CUP) at all times.

(2) COUNTY shall make a good faith effort to ensure that Cold Weather Shelter remains open and continues to provide services to homeless persons for a minimum period of three (3) years from the date of this Agreement.

3. TERM. The term of this Agreement shall be for a period commencing July 1, 2010 and shall terminate on June 30, 2011, unless sooner terminated as provided in paragraph 4 herein.

4. TERMINATION.

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

B. Notwithstanding the provisions of paragraph 3, CITY may suspend or terminate this Agreement forthwith for cause upon written notice to COUNTY of the action being taken. Cause shall be established:

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

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

(3) In the event the HUD funding, referred to in the recitals therein, is reduced, terminated or otherwise becomes unavailable, CITY shall provide written notice to COUNTY within five (5) days from the date HUD reduces, suspends or terminates the funding. This Agreement shall be either terminated or amended to reflect said reduction in funds; or

(4) Upon termination of this Agreement, COUNTY agrees to return any unencumbered Grant Funds that it has been provided by CITY. In accepting said Grant funds, CITY does not waive any claim or cause of action it may have against COUNTY for breach of this Agreement; or

(5) Upon termination of this Agreement, COUNTY shall not incur any obligations after the effective date of such termination, unless expressly authorized in writing by CITY in the notice of termination.

5. PAYMENT OF GRANT FUNDS. The City Council of the City of Riverside shall determine the final disposition and distribution of all ESG Funds received by CITY under the Act. CITY, through its Development Department, shall make payments of Grant Funds to COUNTY and shall monitor the expenditure of Grant Funds and activities of COUNTY to ensure compliance with applicable federal regulations and the terms of this Agreement. CITY designates the Development Department of the City of Riverside to ensure compliance with applicable federal regulations and the terms of this Agreement. COUNTY shall establish and maintain a separate account for all Grant Funds received under this Agreement and deposit such Grant Funds in said account.

All disbursements of Grant Funds will be made as follows:

- (1) CITY shall pay COUNTY payments not to exceed the total sum of Seventy Thousand Two Hundred Thirty Seven Dollars (\$70,237.00) for the Cold Weather Shelter. All payments will be made on a reimbursement basis. Said payments will be made within thirty (30) days after the COUNTY has submitted to the CITY written invoices requesting reimbursement. Payments shall be based on actual approved and documented expenses by COUNTY.
- (2) CITY will pay all invoices within thirty (30) days after it receives the invoice, provided that all claimed expenses are within the scope of this Agreement and that the COUNTY has complied with the terms and conditions of the Agreement.
- (3) In no event shall CITY be held liable for expenses incurred by COUNTY in excess of the amount noted in Paragraph 1(A) of this Agreement.
- (4) Payments may be withheld if, on a determination by CITY, COUNTY has not complied with the covenants herein contained at such times and in such manner as provided in this Agreement.
- (5) No later than thirty (30) days prior to the termination of this Agreement, COUNTY shall provide CITY with its estimate of the amount of funds that will remain unexpended upon such termination.

Notwithstanding any provision contained in this paragraph 5, CITY shall, after reasonable notice is given COUNTY, have the right to 1) reduce or terminate the payment of Grant Funds hereunder; 2) renegotiate the actual levels of expenditures in the event COUNTY's rate of expenditures will result in unexpended Grant Funds at the expiration of this Agreement.

6. DOCUMENTATION, REPORTS, INSPECTIONS AND PERFORMANCE EVALUATION.

A. Documentation of Expenditures. All documentation including, but not limited to, executed payrolls, time records, invoices, contracts, vouchers, orders and any other accounting documents pertaining in whole or in part to this Agreement, shall be clearly identified and readily accessible. COUNTY shall maintain and keep available all such documents for a period of not less than three (3) years from the termination of this Agreement if a City, County, State and/or Federal audit has occurred and for a period of not less than five (5) years from said date if such audit has not occurred. In the event of audit exception, such documents shall be maintained until every exception has been cleared to the satisfaction of CITY.

B. Reports. COUNTY, on such forms as CITY may require, shall furnish CITY on a regular monthly basis a report, including a narrative, data, records and any other information as CITY may request pertaining to its performance of services hereunder and other matters covered by this Agreement. COUNTY shall establish and maintain records in accordance with Office of Management and Budget (OMB) Circular Nos. A-110 and A-112 as applicable to the acceptance and use of ESG Funds. Each monthly report shall be submitted by the fifteenth day of each month for the preceding month of services.

C. Inspections. COUNTY shall make available to CITY, County, State and/or Federal officials its records and data with respect to all matters covered by this Agreement.

D. Performance Evaluation. COUNTY shall permit CITY, County, State and/or Federal officials to monitor, assess or evaluate COUNTY'S performance under this Agreement on at least a monthly basis, said monitoring, assessment or evaluation to include, but not be limited to, audits, inspections within the program area and interviews with COUNTY'S employees, agents, independent contractors and subcontractors, such as PATH, providing the services under this Agreement and recipients thereof.

E. External Audit. COUNTY shall obtain an external audit in accordance with HUD single audit regulations (24 CFR Part. 85.26). The audit report shall be submitted to the City on or before March 31, 2011. Audit expenses are eligible as ESG operating expenses.

7. BUILDING OR FACILITY.

A. COUNTY shall ensure that any building or facility is utilized exclusively for secular purposes and is made available to all persons regardless of religion. If Grant Funds are used to

renovate, rehabilitate or convert buildings owned by primarily religious organizations or entities, COUNTY shall comply with the provisions of Title 24, Code of Federal Regulations, Part 575.21(b)(2).

B. COUNTY shall comply with the Uniform Federal Accessibility Standards (24 CFR Part 40, Appendix A) when activities paid for by Grant Funds involve major rehabilitation or conversion.

8. MAINTENANCE AS A HOMELESS FACILITY.

(1) If applicable, COUNTY shall maintain any building for which Grant Funds are used for not less than a three (3) year period, or for not less than a ten (10) year period if the Grant Funds are used for major rehabilitation.

(2) The three (3) or ten (10) year periods begin as follows:

(a) on the date of initial occupancy as an emergency homeless shelter when the building utilized was not operated as an emergency shelter for the homeless before receiving Grant funds; or

(b) on the date that Grant funds are first obligated to the Cold Weather Shelter when the building was operated as an emergency shelter before receiving Grant Funds.

(3) When Grant Funds are used exclusively to provide essential services including, but not limited to, services concerned with employment, physical or mental health, substance abuse, education or food, the time periods noted above are not applicable.

9. INDEPENDENT CAPACITY. COUNTY, and its officers, employees and agents, shall act in an independent capacity during the term of this Agreement and shall not act as, shall not be, nor shall they in any manner be construed to be officers, employees or agents of CITY, or the State of California.

10. ASSIGNABILITY. Except as set forth herein, COUNTY cannot assign any of its rights, duties or obligations pursuant to this Agreement to any person or entity without the prior written consent of CITY; this includes the ability to subcontract all or a portion of its rights, duties and obligations hereunder.

11. INDEMNIFICATION.

A. COUNTY agrees to defend, indemnify and hold CITY, its officers, employees, and agents harmless from and against all liability, loss, expense (including reasonable attorneys'

fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts, omissions or misconduct of COUNTY, its officers, employees, agents, or volunteers.

B. CITY agrees to defend, indemnify and hold COUNTY, its officers, employees, and agents harmless from and against all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts, omissions or misconduct of CITY, its officers, employees, agents, or volunteers.

12. FEDERAL REQUIREMENTS. COUNTY shall comply with the provisions of the Act and any amendments thereto and the federal regulations and guidelines now or hereafter enacted pursuant to the Act. More particularly, COUNTY is to comply with those regulations found in Part 575 of Title 24 of the Code of Federal Regulations and OMB Circular Nos. A-110 and A-122 and appropriate attachments for nonprofit organization contractors.

13. COMPLIANCE WITH LAW. COUNTY shall comply and shall require that PATH complies, with all federal, state and local laws and regulations pertinent to its operation and services to be performed hereunder, and shall keep in effect any and all licenses, permits, notices and certificates as are required thereby. COUNTY shall further comply with all laws applicable to wages and hours of employment, occupational safety and to fire, safety, health and sanitation.

14. RIVERSIDE COMMUNITY BROAD BASED HOMELESS ACTION PLAN. COUNTY shall cooperate with CITY in undertaking emergency shelter grant activities and shall assist CITY in carrying out its Riverside Community Broad Based Homeless Action Plan and shall act in conformity therewith.

15. NONDISCRIMINATION AND EQUAL OPPORTUNITY COMPLIANCE.

(1) COUNTY hereby certifies compliance with the following:

(a) Executive Order 11246, as amended, and the regulations issued thereunder at Title 41, Code of Federal Regulations Chapter 60;

(b) Title VI and Title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2001d, et seq.), as amended by the Equal Opportunity Act of March 24, 1972 (Public Law No. 92-261);

- (c) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601-3619) and implementing regulations issued pursuant thereto (24 CFR Part 1);
- (d) Executive Order 11063 and implementing regulations issued pursuant thereto (24 CFR Part 107);
- (e) Age Discrimination Act of 1975 (42 U.S.C. § 6101-6107);
- (f) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794);
- (g) Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. § 1701u);
- (h) Executive Orders 11625, 12432 and 12138. Consistent with HUD's responsibilities under these orders, the COUNTY must make efforts to encourage the use of minority and women's business enterprises in connection with ESG activities.
- (i) Pursuant to the Americans with Disabilities Act and specifically 42 U.S.C. section 12132, COUNTY acknowledges and agrees that in the performance of this Agreement, no qualified individual shall, by reason of a disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the CITY or COUNTY or be subjected to discrimination by the CITY or COUNTY.

(2) COUNTY shall establish and maintain a procedure through which homeless individuals will be informed that use of the facilities and services is available to all on a nondiscriminatory basis.

(3) COUNTY agrees to abide by and include in any subcontract to perform work under this Agreement, the following clause:

“During the performance of this Agreement, COUNTY and its subcontractors shall not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition, including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sex, or sexual orientation, in the selection and retention of employees and subcontractors and the procurement of materials and equipment, except as provided in Section 12940 of the California Government Code. Further, Consultant

agrees to conform to the requirements of the Americans with Disabilities Act in the performance of this Agreement.

The applicable regulations of the Fair Employment and Housing Commission implementing Government Code section 12990, set forth in Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this Agreement by reference and made a part hereof as if set forth in full. COUNTY and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.”

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

(5) During the performance of this Agreement, COUNTY and its subcontractor, if any, shall not deny the benefits rendered hereunder to any person on the basis of religion, color, ethnic group identification, sex, age, or physical or mental disability.

(6) COUNTY shall furnish all information and reports as required by Executive Order 11246, as amended.

(7) COUNTY shall include the nondiscrimination and compliance provisions of the equal opportunity clause in all subcontracts, if any.

16. AFFIRMATIVE ACTION COMPLIANCE. Each COUNTY or subcontractor with less than fifty (50) employees shall comply with Section 202 of Part II of Executive Order 11246, as amended. COUNTY shall insure that subcontractors, if any, falling within the scope of this provision shall comply in full with the requirements thereof.

17. HOMELESS PARTICIPATION. COUNTY shall comply with 24 CFR 576.56(b) which states:

(1) Each unit of local government and nonprofit recipient that receives funds under this part must provide for the participation of homeless individuals on its policymaking entity in accordance with 42 U.S.C. section 11375(c)(7).

(2) Each State, territory, unit of local government, and nonprofit recipient that receives funds under this part must involve homeless individuals and families in providing work or services pertaining to facilities or activities assisted by under this part, in accordance with 42 U.S.C. section 11375(c)(7).

18. CONFIDENTIALITY RELATING TO DOMESTIC VIOLENCE. COUNTY will comply with 42 U.S.C. section 11375(c)(5), which requires that entities receiving ESG funds “will develop and implement procedures to ensure that confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under this part and that the address or location of any family violence shelter project assisted under this part will, except with written authorization of the persons responsible for the operation of such shelter, not be made public”.

19. PROCUREMENTS. COUNTY will comply with all regulations contained in 24 CFR Part 85 as it relates to purchases of services from contractors and vendors.

20. CONFLICT OF INTEREST. No person 1) who is an employee, agent, consultant, officer or elected or appointed official of the City, County or State that receives ESG Funds and who exercises or has exercised any functions or responsibilities with respect to assisted activities or 2) who is in a position to participate in a decision making process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract or agreement with respect thereto, or the proceeds thereunder, either for him or herself or those with whom he or she has family or business ties, during his or her tenure or for one year thereafter.

21. ELIGIBILITY OF CONTRACTORS AND SUBCONTRACTORS. No Grant Funds allocated to COUNTY through this Agreement may be used, directly or indirectly, to employ, award contracts to, or otherwise engage the services of, or fund any contractor or subcontractor during any period of debarment, suspension, or placement in ineligibility status under the provision of 24 CFR, Part 4.

22. LEAD-BASED PAINT. COUNTY and all subcontractors, if any, shall comply with the requirements, as applicable, of the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. § 4821-4846) and implementing regulations issued pursuant thereto (24 CFR Part 35).

23. FLOOD INSURANCE. No site proposed on which renovation, major rehabilitation or conversion of a building is to be assisted under this part, other than by grant amounts allocated to the State, may be located in an area that has been identified by the Federal Emergency Management Agency as having special flood hazards, unless the community in which the area is situated is participating in the National Flood Insurance Program and the regulations issued thereunder (44 CFR Parts 59-79) or less than a year has passed since the Federal Emergency

Management Agency notification regarding such hazards, and the COUNTY will ensure that flood insurance on the structure is obtained in compliance with Section 102(a) of the Flood Disaster Protection Act of 1973 (42 U.S.C. § 4001, et seq.).

24. NOTICES. Any notices required or desired to be served by either party upon the other shall be addressed to respective parties as set out below:

CITY

Development Director
Development Department
City Hall, 3900 Main Street
Riverside, CA 92522

COUNTY

Ron Stewart
Department of Public Social Services
County of Riverside
4060 County Circle Drive
Riverside, CA 92503

or to such other addresses as from time to time shall be designated by the respective parties.

25. ASSIGNMENT. Due to the unique services to be provided pursuant to this Agreement, this Agreement shall not be assigned without the express prior written consent of the CITY. Should CITY agree to any such assignment, COUNTY, its assigns and successors in interest shall be bound by all the provisions contained in this Agreement, and all of the parties thereto shall be jointly and severally liable hereunder.

26. ASSURANCES. COUNTY certifies that it has the legal authority to enter into and meet the requirements of this Agreement.

27. AUTHORITY. The individuals executing this Agreement and the instruments referenced herein on behalf of COUNTY each represent and warrant that they have the legal power, right and actual authority to bind the County of Riverside to the terms and conditions hereof and thereof.

28. ENTIRE AGREEMENT. This Agreement is intended by the parties hereto as the final and exclusive expression of the provisions contained in this Agreement and it supersedes and replaces any and all prior and contemporaneous agreements and understandings, oral or written, in connection therewith. This Agreement may be modified or changed only upon the written consent of the parties hereto. The City Manager of the CITY or his designee are hereby granted the authority to modify, amend or alter this Agreement, provided such changes do not result in any monetary increase to the COUNTY or in any material change to the terms of this Agreement.

[signatures on next page]

CLERK'S COPY

to Riverside County Clerk of the Board, Stop 1010
Post Office Box 1147, Riverside, Ca 92502-1147
Thank you

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

CITY OF RIVERSIDE, a California
charter city and municipal corporation

COUNTY OF RIVERSIDE,
a public entity

By: _____
Development Director

By: Bob Buster
BOB BUSTER
Chairman, Board of Supervisors

Attest: _____
City Clerk

Attest: Kecia Harper-Ihem deputy for
Clerk of the Board of Supervisors
County of Riverside
KECIA HARPER-IHEM

APPROVED AS TO FORM:

APPROVED AS TO FORM:
COUNTY COUNSEL

By: _____
Deputy City Attorney

By: Linda R. MacIsaac 11/29/10
Deputy County Counsel
Linda R. MacIsaac

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CA: 10-1237

JAN 11 2011 3:02

Exhibit "A"

Scope of Services

EXHIBIT "A"

SCOPE OF SERVICES

2010-2011 Emergency Shelter Grant Agreement

County of Riverside Department of Public Social Services Riverside Emergency Cold Weather Shelter Program

To operate a Cold Weather Shelter program for homeless individuals from December 2010 – April 2011, at the Riverside Emergency Shelter located at 2840 Hulen Place, Riverside. Services to be provided during this period shall include:

- Up to 72 emergency beds for homeless men and women on a nightly basis;
- Provide a clean and safe place to sleep, access to showers and two meals a day for program participants;
- Provide access, information and referral to social services including medical care, mental health care, employment, benefits, counseling and housing alternatives;
- Coordination with public and private entities providing homeless support services;

The County of Riverside Department of Public Social Services and its selected Emergency Cold Weather Shelter provider shall agree to coordinate all services in cooperation with the City of Riverside and agree to do the following:

- A. Assign a liaison between the City, County and the Contractor.
- B. Provide emergency shelter for homeless men, woman and children on a nightly basis during the cold weather season from December 2010 – April 2011.
- C. Ensure that participants complete a daily sign-in sheet and intake form developed by the Contractor. The sign-in sheet shall include at least their names, both printed and signatures, and the customer's Social Security Number, if available. All documents must be completed legibly.
- D. Provide a clean and safe area for sleeping. Overcrowding must be avoided.
- E. Provide hot water, clean towels, and toilet paper.
- F. Ensure that no drugs, alcohol, or weapons are allowed on the premises at any time.
- G. Adhere to state and local health and safety regulations on the preparation and handling of meals and maintenance of kitchen facilities.

- H. Provide two (2) meals (breakfast and dinner) per day to the residents of the shelters. Meals must be complete and nutritionally adequate and provided on-site in an area specifically designated for meal consumption where adequate space for comfortable seated dining is available to each customer.
- I. Maintain the shelter in a good and clean manner and in compliance with the City of Riverside property maintenance requirements and Conditional Use Permit at all times. Loitering shall not be permitted at any time.
- J. Offer access to case management services and provide access, information and referral to social services including medical care, mental health care, employment, benefits, life skills, counseling and housing alternatives;
- K. Coordinate with the City of Riverside Homeless Street Outreach Team in provision of shelter and case management and other supportive services to program participants.
- L. Coordinate with public and private entities providing homeless support services;
- M. Provide customers with information and assistance as necessary to obtain other Federal, State, local, and private assistance available for such homeless individuals.
- N. Operate and coordinate with the County's Homeless Management Information System (HMIS) in accordance with the DPSS HMIS Reporting Requirements.
- O. ~~Coordinate with RUSD to facilitate children's access to education.~~
- P. Coordinate with residents of the surrounding neighborhood to mitigate their concerns regarding the impact of the shelters on the neighborhood to the greatest extent possible.
- Q. Participate in a program-effectiveness study should one be conducted.
- R. Follow all standards set forth in the Conditional Use Permit for the shelter program.

Exhibit "B"

Budget

EXHIBIT "B"

COMPENSATION

2010-2011 Emergency Shelter Grant Agreement

County of Riverside

Riverside Emergency Cold Weather Shelter Program

ESG Expense Category	Amount
Essential Services	(not to exceed) \$21,071
Operational Staff Costs	(not to exceed) \$7,023
Operations	\$42,143
Total	\$70,237

Exhibit "C"

ESG Certifications

- | |
|--|
| <input type="checkbox"/> This certification does not apply.
<input checked="" type="checkbox"/> This certification is applicable. |
|--|

ESG Certifications

I, Deanna Lorson, Development Director of the City of Riverside , certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 CFR Part 58.

11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.

12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, 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. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.

13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.



Signature/Authorized Official

5/7/10

Date

Deanna Lorson

Name

Development Director

Title

3900 Main Street

Address

Riverside, CA 92522

City/State/Zip

(951) 826-2520

Telephone Number

Exhibit "D"

ESG Regulations

EXHIBIT "D"

ESG REGULATIONS

§ 574.645

(2) Less than a year has passed since FEMA notification regarding such hazards; and

(b) The grantee will ensure that flood insurance on the structure is obtained in compliance with section 102(a) of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001 et seq.).

§ 574.645 Coastal barriers.

In accordance with the Coastal Barrier Resources Act, 16 U.S.C. 3501, no financial assistance under this part may be made available within the Coastal Barrier Resources System.

§ 574.650 Audit.

The financial management system used by a State or unit of general local government that is a grantee must provide for audits in accordance with 24 CFR part 44. A nonprofit organization that is a grantee or a project sponsor is subject to the audit requirements set forth in 24 CFR part 45.

§ 574.655 Wage rates.

The provisions of the Davis-Bacon Act (40 U.S.C. 276a-276a-5) do not apply to this program, except where funds received under this part are combined with funds from other Federal programs that are subject to the Act.

[59 FR 17201, Apr. 11, 1994]

PART 576—EMERGENCY SHELTER GRANTS PROGRAM; STEWART B. MCKINNEY HOMELESS ASSISTANCE ACT

Subpart A—General

- Sec.
- 576.1 Applicability and purpose.
- 576.3 Definitions.
- 576.5 Allocation of grant amounts.

Subpart B—Eligible Activities

- 576.21 Eligible activities.
- 576.23 Faith-based activities.
- 576.25 Who may carry out eligible activities.

Subpart C—Award and Use of Grant Amounts

- 576.31 Application requirements.
- 576.33 Review and approval of applications.
- 576.35 Deadlines for using grant amounts.

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Subpart D—Reallocations

- 576.41 Reallocation; lack of approved consolidated plan—formula cities and counties.
- 576.43 Reallocation of grant amounts; lack of approved consolidated plan—States, territories, and Indian tribes.
- 576.45 Reallocation of grant amounts; returned or unused amounts.

Subpart E—Program Requirements

- 576.51 Matching funds.
- 576.53 Use as an emergency shelter.
- 576.55 Building standards.
- 576.58 Homeless assistance and participation.
- 576.57 Other Federal requirements.
- 576.59 Relocation and acquisition.

Subpart F—Grant Administration

- 576.61 Responsibility for grant administration.
- 576.63 Method of payment.
- 576.65 Recordkeeping.
- 576.67 Sanctions.

AUTHORITY: 42 U.S.C. 3535(d) and 11376.

SOURCE: 54 FR 46199, Nov. 7, 1989, unless otherwise noted.

Subpart A—General

§ 576.1 Applicability and purpose.

This part implements the Emergency Shelter Grants program contained in subtitle B of title IV of the Stewart B. McKinney Homeless Assistance Act (42 U.S.C. 11371-11378). The program authorizes the Secretary to make grants to States, units of general local government, territories, and Indian tribes (and to private nonprofit organizations providing assistance to homeless individuals in the case of grants made with reallocated amounts) for the rehabilitation or conversion of buildings for use as emergency shelter for the homeless, for the payment of certain operating expenses and essential services in connection with emergency shelters for the homeless, and for homeless prevention activities. The program is designed to be the first step in a continuum of assistance to enable homeless individuals and families to move toward independent living as well as to prevent homelessness.

[61 FR 51548, Oct. 7, 1996]

§576.3 Definitions.

The terms *Grantee* and *HUD* are defined in 24 CFR part 5.

Administrative costs means as the term is defined in §583.135(b) of this part, except that the exclusion relates to the costs of carrying out eligible activities under §576.21(a).

Consolidated plan means the plan prepared in accordance with part 91 of this title. An approved consolidated plan means a consolidated plan that has been approved by HUD in accordance with part 91 of this title.

Conversion means a change in the use of a building to an emergency shelter for the homeless under this part, where the cost of conversion and any rehabilitation costs exceed 75 percent of the value of the building after conversion.

Emergency shelter means any facility, the primary purpose of which is to provide temporary or transitional shelter for the homeless in general or for specific populations of the homeless.

Essential services includes services concerned with employment; health, drug abuse, and education and may include (but are not limited to):

- (1) Assistance in obtaining permanent housing
- (2) Medical and psychological counseling and supervision.
- (3) Employment counseling.
- (4) Nutritional counseling.
- (5) Substance abuse treatment and counseling.
- (6) Assistance in obtaining other Federal, State, and local assistance including mental health benefits; employment counseling; medical assistance; Veteran's benefits; and income support assistance such as Supplemental Security Income benefits, Aid to Families with Dependent Children, General Assistance, and Food Stamps;
- (7) Other services such as child care, transportation, job placement and job training; and
- (8) Staff salaries necessary to provide the above services.

Formula city or county means a metropolitan city or urban county that is eligible to receive an allocation of grant amounts under §576.5.

Homeless means as the term is defined in 42 U.S.C. 11302.

Homeless prevention means activities or programs designed to prevent the in-

cidence of homelessness, including (but not limited to):

- (1) Short-term subsidies to defray rent and utility arrearages for families that have received eviction or utility termination notices;
- (2) Security deposits or first month's rent to permit a homeless family to move into its own apartment;
- (3) Mediation programs for landlord-tenant disputes;
- (4) Legal services programs for the representation of indigent tenants in eviction proceedings;
- (5) Payments to prevent foreclosure on a home; and
- (6) Other innovative programs and activities designed to prevent the incidence of homelessness.

Indian tribe means as the term is defined in 42 U.S.C. §302(a).

Major rehabilitation means rehabilitation that involves costs in excess of 75 percent of the value of the building before rehabilitation.

Metropolitan city means a city that was classified as a metropolitan city under 42 U.S.C. §302(a) for the fiscal year immediately preceding the fiscal year for which emergency shelter grant amounts are made available.

Nonprofit recipient means any private nonprofit organization providing assistance to the homeless, to which a State or unit of general local government distributes emergency shelter grant amounts.

Obligated means that the grantee or State recipient, as appropriate, has placed orders, awarded contracts, received services, or entered similar transactions that require payment from the grant amount. Grant amounts that a unit of general local government or State awards to a private nonprofit organization by a written agreement or letter of award requiring payment from the grant amount are obligated.

Private nonprofit organization means as the term is defined in 42 U.S.C. 11371.

Rehabilitation means the labor, materials, tools, and other costs of improving buildings, other than minor or routine repairs. The term includes where the use of a building is changed to an emergency shelter and the cost of this change and any rehabilitation costs does not exceed 75 percent of the value

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of the building before the change in use.

Renovation means rehabilitation that involves costs of 75 percent or less of the value of the building before rehabilitation.

Responsible entity means as the term is defined in § 58.2 of this title, as applied though § 58.1(b)(3) of this title and § 576.57(e).

State means each of the several States and the Commonwealth of Puerto Rico.

Territory means each of the following: the Virgin Islands, Guam, American Samoa, the Northern Mariana Islands, Palau (Trust Territory of the Pacific), and any other territory or possession of the United States.

State recipient means any unit of general local government or nonprofit organization to which a State makes available emergency shelter grant amounts.

Unit of general local government means any city, county, town, township, parish, village, or other general purpose political subdivision of a State.

Urban county means a county that was classified as an urban county under 42 U.S.C. § 302(a) for the fiscal year immediately preceding the fiscal year for which emergency shelter grant amounts are made available.

Value of the building means the monetary value assigned to a building by an independent real estate appraiser, or as otherwise reasonably established by the grantee or the State recipient.

154 FR 46789, Nov. 7, 1989, as amended at 56 FR 56128, Oct. 31, 1991; 60 FR 1918, Jan. 3, 1995; 61 FR 5210, Feb. 9, 1996; 61 FR 51548, Oct. 2, 1996]

§ 576.5 Allocation of grant amounts.

(a) *Territories.* HUD will set aside for allocation to the territories an amount equal to 0.2 percent of the total amount of each appropriation under this part in any fiscal year. HUD will allocate this set-aside amount to each territory based upon its proportionate share of the total population of all territories.

(b) *States, metropolitan cities, urban counties, and Indian tribes.* HUD will allocate the amounts that remain after the set-aside to territories under paragraph (a) of this section, to States,

metropolitan cities, urban counties, and Indian tribes, as provided in 42 U.S.C. 11373. HUD will subsequently distribute the amount set aside for Indian tribes under this paragraph as provided in § 576.31.

(c) *Notification of allocation amount.* HUD will notify in writing each State, metropolitan city, urban county, and territory that is eligible to receive an allocation under this section of the amount of its allocation.

[61 FR 51549, Oct. 2, 1996]

Subpart B—Eligible Activities

§ 576.21 Eligible activities.

(a) *Eligible activities.* Emergency shelter grant amounts may be used for one or more of the following activities relating to emergency shelter for the homeless:

(1) Renovation, major rehabilitation, or conversion of buildings for use as emergency shelters for the homeless;

(2) Provision of essential services to the homeless, subject to the limitations in paragraph (b) of this section;

(3) Payment for shelter maintenance, operation, rent, repairs, security, fuel, equipment, insurance, utilities, food, and furnishings. Not more than 10 percent of the grant amount may be used for costs of staff;

(4) Developing and implementing homeless prevention activities, subject to the limitations in 42 U.S.C. 11374(a)(4) and paragraph (c) of this section. Grant funds may be used under this paragraph to assist families that have received eviction notices or notices of termination of utility services only if the conditions stated in 42 U.S.C. 11374(a)(4) are met; and

(5) Administrative costs, in accordance with 42 U.S.C. 11378.

(b) *Limitations on provision of essential services.* (1) Grant amounts provided by HUD to units of general local government, territories, or Indian tribes, and grant amounts provided by a State to State recipients, may be used to provide an essential service under paragraph (a)(2) of this section only if the service is a new service, or is a quantifiable increase in the level of a service above that which the unit of general local government (or, in the case

of a nonprofit organization, the unit of general local government in which the proposed activities are to be located), territory, or Indian tribe, as applicable, provided with local funds during the 12 calendar months immediately before the grantee or State recipient received initial grant amounts.

(2) Limits on the use of assistance for essential services established in 42 U.S.C. 11374(a)(2) are applicable even when the unit of local government, territory, or Indian tribe provides some or all of its grant funds to a nonprofit recipient. This limitation may be waived in accordance with 42 U.S.C. 11374.

(c) *Limitation on homeless prevention activities.* Limits on the use of assistance for homeless prevention activities established in 42 U.S.C. 11374(a)(4) are applicable even when the unit of local government, territory, or Indian tribe provides some or all of its grant funds to a nonprofit recipient.

161 FR 51549, Oct. 2, 1996]

§576.23 Faith-based activities.

(a) Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to participate in the Emergency Shelter Grants program. Neither the Federal government nor a State or local government receiving funds under Emergency Shelter Grants programs shall discriminate against an organization on the basis of the organization's religious character or affiliation.

(b) Organizations that are directly funded under the Emergency Shelter Grants program may not engage in inherently religious activities, such as worship, religious instruction, or proselytization as part of the programs or services funded under this part. If an organization conducts such activities, the activities must be offered separately, in time or location, from the programs or services funded under this part, and participation must be voluntary for the beneficiaries of the HUD-funded programs or services.

(c) A religious organization that participates in the Emergency Shelter Grants program will retain its independence from Federal, State, and local governments, and may continue to carry out its mission, including the definition, practice, and expression of

its religious beliefs, provided that it does not use direct Emergency Shelter Grants funds to support any inherently religious activities, such as worship, religious instruction, or proselytization. Among other things, faith-based organizations may use space in their facilities to provide Emergency Shelter Grants-funded services, without removing religious art, icons, scriptures, or other religious symbols. In addition, an Emergency Shelter Grants-funded religious organization retains its authority over its internal governance, and it may retain religious terms in its organization's name, select its board members on a religious basis, and include religious references in its organization's mission statements and other governing documents.

(d) An organization that participates in the Emergency Shelter Grants program shall not, in providing program assistance, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion or religious belief.

(e) Emergency shelter grants may not be used for the rehabilitation of structures to the extent that those structures are used for inherently religious activities. Emergency shelter grants may be used for the rehabilitation of structures only to the extent that those structures are used for conducting eligible activities under this part. Where a structure is used for both eligible and inherently religious activities, emergency shelter grants may not exceed the cost of those portions of the rehabilitation that are attributable to eligible activities in accordance with the cost accounting requirements applicable to emergency shelter grants in this part. Sanctuaries, chapels, or other rooms that an Emergency Shelter Grants-funded religious congregation uses as its principal place of worship, however, are ineligible for Emergency Shelter Grants-funded improvements. Disposition of real property after the term of the grant, or any change in use of the property during the term of the grant, is subject to government-wide regulations governing real property disposition (see 24 CFR parts 84 and 85).

(f) If a State or local government voluntarily contributes its own funds to

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supplement federally funded activities, the State or local government has the option to segregate the Federal funds or commingle them. However, if the funds are commingled, this section applies to all of the commingled funds.

[68 FR 56406, Sept. 30, 2003]

§ 576.25 Who may carry out eligible activities.

(a) *Generally.* As provided in 42 U.S.C. 11373 eligible activities may be carried out by all State recipients and grantees, except States.

(b) *States.* All of a State's formula allocation, except for administrative costs, must be made available to the following entities:

(1) Units of general local government in the State, which may include formula cities and counties even if such cities and counties receive grant amounts directly from HUD; or

(2) Private nonprofit organizations, in accordance with 42 U.S.C. 11373(c).

(c) *Nonprofit recipients.* Units of general local government, territories, and Indian tribes may distribute all or part of their grant amounts to nonprofit recipients to be used for emergency shelter grant activities.

[61 FR 51549, 51550, Oct. 2, 1996]

Subpart C—Award and Use of Grant Amounts

SOURCE: 54 FR 46799, Nov. 7, 1989, unless otherwise noted. Redesignated at 61 FR 51550, Oct. 2, 1996.

§ 576.31 Application requirements.

(a) *Indian tribes.* After funds are set aside for allocation to Indian tribes under § 576.5, HUD will publish a Notice of Funding Availability (NOFA) in the FEDERAL REGISTER. The NOFA will specify the requirements and procedures applicable to the allocation and competitive awarding of these set-aside funds to eligible Indian tribe applicants.

(b) *States, territories, and formula cities and counties.* To receive emergency shelter grant amounts, a State, territory, or formula city or county must:

(1) Submit documentation required under this part, part 5 of this title, or

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any other applicable provisions of Federal law; and

(2) Submit and obtain HUD approval of a consolidated plan that includes activities to be funded under this part. This consolidated plan serves as the jurisdiction's application for funding under this part.

[61 FR 51550, Oct. 2, 1996]

§ 576.33 Review and approval of applications.

(a) *Conditional grant.* HUD may make a conditional grant restricting the obligation and use of emergency shelter grant amounts. Conditional grants may be made where there is substantial evidence that there has been, or there will be, a failure to meet the requirements of this part. In such a case, the reason for the conditional grant, the action necessary to remove the condition, and the deadline for taking those actions will be specified. Failure to satisfy the condition may result in imposition of a sanction under § 576.69, or in any other action authorized under applicable Federal law.

(b) *Grant agreement.* The grant will be made by means of a grant agreement executed by HUD and the grantee. HUD will not disburse funds before the grant agreement is fully executed.

[54 FR 46799, Nov. 7, 1989, as amended at 60 FR 1918, Jan. 5, 1995. Redesignated and amended at 61 FR 51550, Oct. 2, 1996]

§ 576.35 Deadlines for using grant amounts.

(a)(1) *States.* Each State must make available to its State recipients all emergency shelter grant amounts that it was allocated under § 576.5 within 65 days of the date of the grant award by HUD. Funds set aside by a State for homeless prevention activities under § 576.21(a)(4) must be made available to State recipients within 180 days of the grant award by HUD.

(2) *State recipients—(i) Obligation of grant funds.* Each State recipient must have its grant amounts obligated (as that term is defined at § 576.3) within 180 days of the date on which the State made the grant amounts available to the State recipient. In the case of grants for homeless prevention activities under § 576.21(a)(4), State recipients are required to obligate grant amounts

within 30 days of the date on which the State made the grant amounts available to the State recipient.

(ii) *Expenditure of grant funds.* Each State recipient must spend all of its grant amounts within 24 months of the date on which the State made the grant amounts available to the State recipient. In the case of grants for homeless prevention activities, State recipients must spend such sums within 180 days of the date on which the State made the grant amounts available to the recipient.

(b) *Formula cities and counties, territories and Indian tribes—Expenditure of grant funds.* Each formula city or county, territory, and Indian tribe must spend all of the grant amounts it was allocated or awarded under §576.5 or §76.31 within 24 months of the date of the grant award by HUD.

(c) *Failure to meet deadlines.* (1) Any emergency shelter grant amounts that are not made available or obligated within the applicable time periods specified in paragraph (a)(1) or (b) of this section will be reallocated under §576.45.

(2) The State must recapture any grant amounts that a State recipient does not obligate and spend within the time periods specified in paragraph (a)(2) of this section. The State, at its option, must make these amounts and other amounts returned to the State (except amounts referred to in §576.22(b)(6) available as soon as practicable to other units of general local government for use within the time period specified in paragraph (a)(2) of this section or to HUD for reallocation under §576.45.

[54 FR 46799, Nov. 7, 1989. Redesignated and amended at 61 FR 51550, Oct. 2, 1996]

Subpart D—Reallocations

SOURCE: 54 FR 46799, Nov. 7, 1989, unless otherwise noted. Redesignated at 61 FR 51550, Oct. 2, 1996

§576.41 Reallocation; lack of approved consolidated plan—formula cities and counties.

(a) *Applicability.* This section applies where a formula city or county fails to submit or obtain HUD approval of its consolidated plan within 90 days of the

date upon which amounts under this part first become available for allocation in any fiscal year.

(b) *Grantee.* HUD will make available to the State in which the city or county is located the amounts that a city or county referred to in paragraph (a) of this section would have received.

(c) *Notification of availability.* The responsible HUD field office will promptly notify the State of the availability of any reallocation amounts under this section.

(d) *Eligibility for reallocation amounts.* In order to receive reallocation amounts under this section, the State must:

(1) Execute a grant agreement with HUD for the fiscal year for which the amounts to be reallocated were initially made available.

(2) If necessary, submit an amendment to its application for that fiscal year for the reallocation amounts it wishes to receive. The amendment must be submitted to the responsible HUD field office no later than 30 days after notification is given to the State under paragraph (c) of this section.

(e) *Amendment review and approval.* (1) Section 576.33 governs the review and approval of application amendments under this section. HUD will endeavor to make grant awards within 30 days of the application amendment deadline, or as soon thereafter as practicable.

(2) Program activities represented by proposed amendments are subject to environmental review under §576.57 in the same manner as original proposals.

(f) *Deadlines for using reallocated grant amounts.* Section 576.35 governs the use of amounts reallocated under this section.

(g) *Amounts that cannot be reallocated.* Any grant amounts that cannot be reallocated to a State under this section will be reallocated as provided by §576.43. Amounts that are reallocated under this section, but that are returned or unused, will be reallocated under §576.45.

[54 FR 46799, Nov. 7, 1989, as amended at 56 FR 56128, Oct. 31, 1991; 60 FR 1918, Jan. 5, 1995. Redesignated and amended at 61 FR 51551, Oct. 2, 1996]

§ 576.43 Reallocation of grant amounts; lack of approved consolidated plan—States, territories, and Indian tribes.

(a) *Applicability.* This section applies when:

(1) A State, territory, or Indian tribe fails to obtain approval of its consolidated plan within 90 days of the date upon which amounts under this part first become available for allocation in any fiscal year; or

(2) Grant amounts cannot be reallocated to a State under § 576.41.

(b) *Grantees.* (1) HUD will reallocate the amounts that a State or Indian tribe referred to in paragraph (a)(1) of this section would have received:

(i) In accordance with 42 U.S.C. 11373(d)(3); and

(ii) If grant amounts remain, then to territories that demonstrate extraordinary need or large numbers of homeless individuals.

(2) HUD will make available the amounts that a territory under paragraph (a)(1) of this section would have received to other territories that demonstrate extraordinary need or large numbers of homeless individuals.

(c) *Notification of funding availability.* HUD will make reallocations to States and Indian tribes under this section by direct notification or FEDERAL REGISTER notice that will set forth the terms and conditions under which amounts under this section are to be reallocated and grant awards made. In the case of reallocations to Territories, the responsible HUD field office will promptly notify each Territory of any reallocation amounts under this section, and indicate the terms and conditions under which reallocation amounts are to be made available and grant awards made.

(d) *Eligibility for reallocation amounts.* In order to receive reallocation amounts under this section, the formula city or county, State, territory, or Indian tribe must:

(1) Submit an amendment, in accordance with 24 CFR part 91, to its consolidated plan for that program year to cover activities for the reallocation amount it wishes to receive; and

(2) Execute a grant agreement with HUD for the fiscal year for which the

amounts to be reallocated were initially made available.

(e) *Review and approval.* (1) Section 576.53, and such additional requirements as HUD may specify in the notification under paragraph (c) of this section, govern the review and approval of application amendments under this section. HUD will rank the amendments and make grant awards under this section on the basis of the following factors:

(1) The nature and extent of the unmet homeless need within the jurisdiction in which the grant amounts will be used;

(ii) The extent to which the proposed activities address this need; and

(iii) The ability of the grantee to carry out the proposed activities promptly.

(2) HUD will endeavor to make grant awards within 30 days of the application amendment deadline, or as soon thereafter as practicable.

(f) *Grant amounts.* HUD may make a grant award for less than the amount applied for or for fewer than all of the activities identified in the application amendment.

(g) *Deadlines for using reallocated amounts.* Section 576.35 governs the use of amounts reallocated under this section.

(h) *Amounts not reallocated.* Any grant amounts that are not reallocated under this section, or that are reallocated, but are unused, will be reallocated under § 576.45(d). Any amounts that are reallocated, but are returned, will be reallocated under § 576.45(c).

154 FR 46789, Nov. 7, 1989, as amended at 56 FR 56129, Oct. 31, 1991; 60 FR 1918, Jan. 5, 1995, Redesignated and amended at 61 FR 51551, Oct. 2, 1996]

§ 576.45 Reallocation of grant amounts; returned or unused amounts.

(a) *General.* From time to time, HUD will reallocate emergency shelter grant amounts that are returned or unused, as those terms are defined in paragraph (f) of this section. HUD will make reallocations under this section by direct notification or FEDERAL REGISTER Notice that will set forth the terms and conditions under which the grant amounts are to be reallocated and grant awards are to be made.

(b) *FEMA boards.* HUD may use State and local boards established under the Emergency Food and Shelter Program administered by the Federal Emergency Management Agency, as a resource to identify potential applicants for reallocated grant amounts.

(c) *Reallocation—returned grant amounts.* (i) *States and formula cities and counties.* HUD will endeavor to reallocate returned emergency shelter grant amounts that were initially allocated under § 576.5 to a State or a formula city or county, for use within the same jurisdiction. Reallocation of these grant amounts is subject to the following requirements:

(i) Returned grant amounts that were allocated to a State will be made available (A) first, to units of general local government within the State and (B) if grant amounts remain, then to other States.

(ii) Returned grant amounts that were allocated to a formula city or county will be made available:

(A) First, for use in the city or county, to units of general local government that are authorized under applicable law to carry out activities serving the homeless in the jurisdiction;

(B) If grant amounts remain, then to the State in which the city or county is located;

(C) If grant amounts remain, to units of general local government in the State; and

(D) If grant amounts remain, to other States.

(2) *Indian tribes.* Returned grant amounts that were allocated to an Indian tribe will be made available to other Indian tribes.

(3) *Territories.* Returned grant amounts that were allocated to a territory will be made available, first, to other territories and, if grant amounts remain, then to States.

(4) *Further reallocation: States, formula cities and counties, territories, and Indian tribes.* HUD will reallocate under paragraph (e) of this section any grant amounts that remain after applying the preceding provisions of paragraph (c) of this section or that are returned to HUD after reallocation under those provisions.

(5) The responsible HUD field office will announce the availability of re-

turned grant amounts. The announcement will establish deadlines for submitting applications, and will set out other terms and conditions relating to grant awards, consistent with this part. The announcement will specify the application documents to be submitted.

(6) The responsible HUD field office may establish maximum grant amounts, considering the grant amounts available, and will rank the applications using the criteria in paragraph (e) of this section.

(7) HUD may make a grant award for less than the amount applied for or for fewer than all of the activities identified in the application, based on competing demands for grant amounts and the extent to which the respective activities address the needs of the homeless.

(8) HUD will endeavor to make grant awards within 30 days of the application deadline or as soon thereafter as practicable.

(9) Grants awarded under this section are subject to environmental review under § 576.57.

(d) *Reallocation—unused grant amounts.* Unused grant amounts will be added to the appropriation for the fiscal year immediately following the fiscal year in which the amounts become available to HUD for reallocation, and will be allocated in accordance with the provisions of § 576.5 of this part.

(e) *Selection criteria.* HUD will award grants under paragraph (c) of this section based on consideration of the following criteria:

(1) The nature and extent of the unmet homeless need within the jurisdiction in which the grant amounts will be used;

(2) The extent to which the proposed activities address this need; and

(3) The ability of the grantee to carry out the proposed activities promptly.

(f) *Definitions—returned or unused grant amounts.* (1) For purposes of this section, emergency shelter grant amounts are considered "returned" when they become available for reallocation because a jurisdiction does not execute a grant agreement with HUD for them.

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(2) For purposes of this section, emergency shelter grant amounts are considered "unused" (i.e., Federal deobligation):

(i) When they become available for reallocation by HUD after a grantee has executed a grant agreement with HUD for those amounts; or

(ii) The amounts remain after reallocation under § 576.43 or paragraph (c) of this section.

[54 FR 46799, Nov. 7, 1989, as amended at 57 FR 54507, Nov. 19, 1992; 60 FR 1918, Jan. 5, 1995. Redesignated and amended at 61 FR 51551, Oct. 2, 1996]

Subpart E—Program Requirements

SOURCE: 54 FR 46799, Nov. 7, 1989, unless otherwise noted. Redesignated at 61 FR 51550, Oct. 2, 1996.

§ 576.51 Matching funds.

(a) *General.* Each grantee, other than a territory, must match the funding provided by HUD under this part as set forth in 42 U.S.C. 11375. The first \$100,000 of any assistance provided to a recipient that is a State is not required to be matched, but the benefit of the unmatched amount must be shared as provided in 42 U.S.C. 11375(c)(4). Matching funds must be provided after the date of the grant award to the grantee. Funds used to match a previous ESC grant may not be used to match a subsequent grant award under this part. A grantee may comply with this requirement by providing the matching funds itself, or through matching funds or voluntary efforts provided by any State recipient or nonprofit recipient (as appropriate).

(b) *Calculating the matching amount.* In calculating the amount of matching funds, in accordance with 42 U.S.C. 11375(a)(3), the time contributed by volunteers shall be determined at the rate of \$5 per hour. For purposes of this paragraph, the grantee will determine the value of any donated material or building, or of any lease, using a method reasonably calculated to establish a fair market value.

[61 FR 51552, Oct. 2, 1996]

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§ 576.53 Use as an emergency shelter.

(a)(1) *Restrictions and definition.* Period of use restrictions applicable to assistance provided under this part are governed by 42 U.S.C. 11375(a). Use of grant amounts for developing and implementing homeless prevention activities does not trigger period of use requirements.

(2) For purposes of the requirements under this section, the term *same general population* means either the same types of homeless persons originally served with ESG assistance (i.e., battered spouses, runaway children, families, or mentally ill individuals), or persons in the same geographic area.

(b) *Calculating the applicable period.* The 3- and 10-year periods applicable under paragraph (a) of this section begin to run:

(1) In the case of a building that was not operated as an emergency shelter for the homeless before receipt of grant amounts under this part, on the date of initial occupancy as an emergency shelter for the homeless.

(2) In the case of a building that was operated as an emergency shelter before receipt of grant amounts under this part, on the date that grant amounts are first obligated for the shelter.

[54 FR 46799, Nov. 7, 1989. Redesignated and amended at 61 FR 51552, Oct. 2, 1996]

§ 576.55 Building standards.

(a) Any building for which emergency shelter grant amounts are used for conversion, major rehabilitation, rehabilitation, or renovation must meet local government safety and sanitation standards.

(b) For projects of 15 or more units, when rehabilitation costs are:

(1) 75 percent or more of the replacement cost of the building, that project must meet the requirements of § 8.23(a) of this title; or

(2) Less than 75 percent of the replacement cost of the building, that project must meet the requirements of § 8.23(b) of this title.

[61 FR 51552, Oct. 2, 1996]

§ 576.56 Homeless assistance and participation.

(a) *Assistance.* (1) Grantees and recipients must assure that homeless individuals and families are given assistance in obtaining:

(i) Appropriate supportive services, including permanent housing, medical health treatment, mental health treatment, counseling, supervision, and other services essential for achieving independent living; and

(ii) Other Federal, State, local, and private assistance available for such individuals.

(2) Requirements to ensure confidentiality of records pertaining to the provision of family violence prevention or treatment services with assistance under this part are set forth in 42 U.S.C. 11375(c)(5).

(3) Grantees and recipients may, in accordance with 42 U.S.C. 11375(e), terminate assistance provided under this part to an individual or family who violates program requirements.

(b) *Participation.* (1) Each unit of local government, Indian tribe, and nonprofit recipient that receives funds under this part must provide for the participation of homeless individuals on its policymaking entity in accordance with 42 U.S.C. 11375(d).

(2) Each State, territory, Indian tribe, unit of local government, and nonprofit recipient that receives funds under this part must involve homeless individuals and families in providing work or services pertaining to facilities or activities assisted under this part, in accordance with 42 U.S.C. 11375(c)(7).

161 FR 51552, Oct. 2, 1996]

§ 576.57 Other Federal requirements.

In addition to the Federal requirements set forth in 24 CFR part 5, use of emergency shelter grant amounts must comply with the following requirements:

(a) *Nondiscrimination and equal opportunity.* The nondiscrimination and equal opportunity requirements at 24 CFR part 5 are modified as follows:

(1) *Rehabilitation Act requirements.* HUD's regulations at 24 CFR part 8 implement section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794). For pur-

poses of the emergency shelter grants program, the term "dwelling units" in 24 CFR part 8 shall include sleeping accommodations.

(2) Use of emergency shelter grant amounts must also comply with the requirement that the grantee or the State recipient make known that use of the facilities and services is available to all on a nondiscriminatory basis. If the procedures that the grantee or recipient intends to use to make known the availability of the facilities and services are unlikely to reach persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for such facilities and services, the grantee or recipient must establish additional procedures that will ensure that such persons are made aware of the facilities and services. Grantees and recipients must also adopt procedures which will make available to interested persons information concerning the location of services and facilities that are accessible to persons with disabilities.

(b) *Applicability of OMB Circulars.*¹ The policies, guidelines, and requirements of 24 CFR part 85 (codified pursuant to OMB Circular No. A-102) and OMB Circular No. A-87, as they relate to the acceptance and use of emergency shelter grant amounts by States and units of general local government, and Nos. A-110 and A-122 as they relate to the acceptance and use of emergency shelter grant amounts by private nonprofit organizations.

(c) The Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations at part 35, subparts A, B, J, K, and R of this title apply to activities under this program.

(d) *Conflicts of Interest.* In addition to the conflict of interest requirements in OMB Circulars A-102 and A-110, no person—

(1)(i) Who is an employee, agent, consultant, officer, or elected or appointed

¹ OMB Circulars referenced in this section are available at the Entitlement Cities Division, Room 7282, Department of Housing and Urban Development, 451 Seventh Street, SW., Washington, DC 20410.

official of the grantee, State recipient, or nonprofit recipient (or of any designated public agency) that receives emergency shelter grant amounts and

(1) Who exercises or has exercised any functions or responsibilities with respect to assisted activities, or

(2) Who is in a position to participate in a decisionmaking process or gain inside information with regard to such activities, may obtain a personal or financial interest or benefit from the activity, or have an interest in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for him or herself or for those with whom he or she has family or business ties, during his or her tenure, or for one year thereafter. HUD may grant an exception to this exclusion as provided in § 570.611 (d) and (e) of this chapter.

(e) *Environmental review responsibilities*—(1) *Generally*. Responsible entities must assess the environmental effects of each application under part 58 of this title. An applicant must include in its application an assurance that the applicant will assume all the environmental review responsibility that would otherwise be performed by HUD as the responsible Federal official under the National Environmental Policy Act of 1969 (NEPA) and related authorities listed in part 58 of this title. The grant award is subject to completion of the environmental responsibilities set out in part 58 of this title within a reasonable time period after notification of the award. This provision does not preclude the applicant from enclosing its environmental certification and Request for Release of Funds with its application.

(2) *Awards to States*. In the case of emergency shelter grants to States that are distributed to:

- (i) Units of general local government, the unit of general local government shall be the responsible entity, and the State will assume HUD's functions with regard to the release of funds; or
- (ii) Nonprofit organizations, the State shall be the responsible entity, and HUD will perform functions regarding release of funds under part 58 of this title

(3) *Release of funds*. HUD will not release funds for an eligible activity if

the grantee, recipient, or any other party commits emergency shelter grant funds before the grantee submits, and HUD approves, any required Request for Release of Funds.

(f) *Audit*. The financial management systems used by a State, formula city or county, governmental entity, or an Indian tribe that is a grantee under this program must provide for audits in accordance with part 44 of this title. A private nonprofit organization is subject to the audit requirements of OMB Circular A-133, as set forth in part 45 of this title. (OMB Circulars are available from the Executive Office of the President, Publication Service, 725 17th Street, NW., Suite G-2200, Washington, DC 20503, Telephone, 202-395-7332.)

(g) *Audit*. The financial management system used by a State or unit of general local government that is a grantee or State recipient must provide for audits in accordance with 24 CFR part 44. A private nonprofit organization is subject to the audit requirements of OMB Circular A-133, as set forth in 24 CFR part 45.

(h) *Lobbying and disclosure requirements*. The disclosure requirements and prohibitions of 42 U.S.C. 3537a and 3545 and 31 U.S.C. 1352 (the Byrd Amendment), and the implementing regulations at parts 4 and 87 of this title.

(i) *Davis-Bacon Act*. The provisions of the Davis-Bacon Act (40 U.S.C. 276a-276a-5) do not apply to this program.

(j) *Intergovernmental review*. The requirements of Executive Order 12372 and the regulations issued under the order at 24 CFR part 52, to the extent provided by FEDERAL REGISTER notice in accordance with 24 CFR 52.3.

[54 FR 46799, Nov. 7, 1989, as amended at 57 FR 33256, July 27, 1992; 61 FR 5210, Feb. 9, 1996. Redesignated and amended at 61 FR 51552, Oct. 2, 1996; 64 FR 50226, Sept. 15, 1999]

§ 576.59 Relocation and acquisition.

(a) *Minimizing displacement*. Consistent with the other goals and objectives of this part, grantees and recipients must assure that they have taken all reasonable steps to minimize the displacement of persons (families, individuals, businesses, nonprofit organizations, and farms) as a result of a project assisted under this part.

(b) *Relocation assistance for displaced persons.* A displaced person (defined in paragraph (f)(1) of this section) must be provided relocation assistance at the levels described in, and in accordance with, 49 CFR part 24, which contains the government-wide regulations implementing the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (URA) (42 U.S.C. 4601-4655).

(c) *Real property acquisition requirements.* The acquisition of real property for a project is subject to the URA and the requirements described in 49 CFR part 24, subpart B.

(d) *Responsibility of grantees and recipients.* Each grantee and recipient must assure that it will comply with the URA, the regulations at 49 CFR part 24, and the requirements of this section. The cost of assistance required by this section may be paid from local public funds, funds provided in accordance with this part, or funds available from other sources.

(e) *Appeals.* A person who disagrees with the grantee's or recipient's determination concerning a payment or other assistance required by this section may file a written appeal of that determination with the grantee or recipient. The appeal procedures to be followed are described in 49 CFR 24.10.

(f) *Definition—(1) Displaced person.* (i) The term "displaced person" means a person (family, individual, business, nonprofit organization, or farm) that moves from real property, or moves personal property from real property, permanently and involuntarily, as a direct result of acquisition, rehabilitation, or demolition for a project assisted under this part. Permanent, involuntary moves for an assisted project include:

(A) A permanent move from the real property (building or complex) following notice by the grantee, recipient or property owner to move permanently from the property, if the move occurs on or after the date that the grantee or recipient submits to HUD an application for assistance that is later approved and funded;

(B) A permanent move from the real property that occurs before the submission of the application to HUD, if the grantee, recipient or HUD determines

that the displacement resulted directly from acquisition, rehabilitation, or demolition for the project, or

(C) A permanent move from the real property by a tenant-occupant of a dwelling unit that occurs after the execution of the agreement between the recipient and HUD if:

(1) The tenant has not been provided a reasonable opportunity to lease and occupy a suitable, decent, safe and sanitary dwelling in the same building/complex following the completion of the project at a rent, including estimated average utility costs, that does not exceed the greater of the tenant's rent and estimated average utility costs before the initiation of negotiations, or 30 percent of gross household income; or

(2) The tenant has been required to relocate temporarily but the tenant is not offered payment for all reasonable out-of-pocket expenses incurred in connection with the temporary relocation or other conditions of the temporary relocation are not reasonable, and the tenant does not return to the building/complex; or

(3) The tenant is required to move to another unit in the same building/complex but is not offered reimbursement for all reasonable out-of-pocket expenses incurred in connection with the move.

(ii) A person does not qualify as a "displaced person" if:

(A) The person has been evicted for cause based upon a serious or repeated violation of material terms of the lease or occupancy agreement and HUD determines that the eviction was not undertaken for the purpose of evading the obligation to provide relocation assistance;

(B) The person moved into the property after the submission of the application and, before commencing occupancy, received written notice of the expected displacement;

(C) The person is ineligible under 49 CFR 24.2(g)(2); or

(D) HUD determines that the person was not displaced as a direct result of acquisition, rehabilitation, or demolition for the project.

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(11) The grantee or recipient may, at any time, request a HUD determination of whether a displacement is or would be covered under this section.

(2) Initiation of negotiations. For purposes of determining the type of replacement housing payment to be made to a residential tenant displaced as a direct result of privately undertaken rehabilitation, demolition, or acquisition of the real property, the term "initiation of negotiations" means the execution of the agreement between the grantee and HUD.

(Approved by the Office of Management and Budget under OMB control number 2506-0089)

[54 FR 46799, Nov. 7, 1989, as amended at 54 FR 52397, Dec. 21, 1989, Redesignated at 61 FR 51553, Oct. 2, 1996]

Subpart F—Grant Administration

SOURCE: 54 FR 46799, Nov. 7, 1989, unless otherwise noted. Redesignated at 61 FR 51550, Oct. 2, 1996.

§ 576.61 Responsibility for grant administration.

Grantees are responsible for ensuring that emergency shelter grant amounts are administered in accordance with the requirements of this part and other applicable laws. The State, territory, Indian tribe, or unit of local government is responsible for ensuring that its recipients carry out the recipients' emergency shelter grant programs in compliance with all applicable requirements in the case of:

- (a) A State making grant amounts available to State recipients; or
- (b) A territory, Indian tribe, or unit of general local government distributing grant amounts to nonprofit recipients.

[54 FR 46799, Nov. 7, 1989, Redesignated and amended at 61 FR 51553, Oct. 2, 1996]

§ 576.63 Method of payment.

Payments are made to a grantee upon its request after the grant agreement has been fully executed, and may include a working capital advance for 30 days' cash needs or an advance of \$5,000, whichever is greater. Thereafter, the grantee will be reimbursed for the amount of its actual cash disbursements. If a grantee requests a working

capital advance, it must base the request on a realistic, firm estimate of the amounts required to be disbursed over the 30-day period in payment of eligible activity costs.

[54 FR 46799, Nov. 7, 1989, Redesignated and amended at 61 FR 51553, Oct. 2, 1996]

§ 576.65 Recordkeeping.

(a) Each grantee must ensure that records are maintained for a 4-year period to document compliance with the provisions of this part.

(b) Requirements to ensure confidentiality of records pertaining to the provision of family violence prevention or treatment services with assistance under this part are set forth in 42 U.S.C. 11375(c)(5).

[61 FR 51553, Oct. 2, 1996]

§ 576.67 Sanctions.

(a) HUD sanctions. If HUD determines that a grantee is not complying with the requirements of this part or of other applicable Federal law, HUD may (in addition to any remedies that may otherwise be available) take any of the following sanctions, as appropriate:

- (1) Issue a warning letter that further failure to comply with such requirements will result in a more serious sanction;
- (2) Condition a future grant;
- (3) Direct the grantee to stop the incurring of costs with grant amounts;
- (4) Require that some or all of the grant amounts be remitted to HUD;
- (5) Reduce the level of funds the grantee would otherwise be entitled to receive; or
- (6) Elect not to provide future grant funds to the grantee until appropriate actions are taken to ensure compliance.

(b) State sanctions. If a State determines that a State recipient is not complying with the requirements of this part or other applicable Federal laws, the State must take appropriate actions, which may include the actions described in paragraph (a) of this section. Any grant amounts that become available to a State as a result of a sanction under this section must, at the option of the State, be made available (as soon as practicable) to other

nonprofit organizations or units of general local government located in the State for use within the time periods specified in § 576.35(a)(2), or to HUD for reallocation under § 576.45(d).

(c) *Reallocations.* Any grant amounts that become available to HUD as a result of the imposition of a sanction under this section will be reallocated under § 576.45(d).

[54 FR 46799, Nov. 7, 1989. Redesignated and amended at 61 FR 51553, Oct. 2, 1996]

PART 581—USE OF FEDERAL REAL PROPERTY TO ASSIST THE HOMELESS

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- 581.12 No applications approved.
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AUTHORITY: 42 U.S.C. 11411 note; 42 U.S.C. 3535(d).

SOURCE: 56 FR 23794, 23795, May 24, 1991, unless otherwise noted.

§ 581.1 Definitions.

Applicant means any representative of the homeless which has submitted an application to the Department of Health and Human Services to obtain use of a particular suitable property to assist the homeless.

Checklist or property checklist means the form developed by HUD for use by landholding agencies to report the information to be used by HUD in making determinations of suitability.

Classification means a property's designation as unutilized, underutilized, excess, or surplus.

Day means one calendar day including weekends and holidays.

Eligible organization means a State, unit of local government or a private non-profit organization which provides assistance to the homeless, and which is authorized by its charter or by State law to enter into an agreement with the Federal government for use of real

property for the purposes of this subpart. Representatives of the homeless interested in receiving a deed for a particular piece of surplus Federal property must be section 501(c)(3) tax exempt.

Excess property means any property under the control of any Federal executive agency that is not required for the agency's needs or the discharge of its responsibilities, as determined by the head of the agency pursuant to 40 U.S.C. 483.

GSA means the General Services Administration.

HHS means the Department of Health and Human Services.

Homeless means:

(1) An individual or family that lacks a fixed, regular, and adequate nighttime residence; and

(2) An individual or family that has a primary nighttime residence that is:

(i) A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);

(ii) An institution that provides a temporary residence for individuals intended to be institutionalized; or

(iii) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings. This term does not include any individual imprisoned or otherwise detained under an Act of the Congress or a State law.

HUD means the Department of Housing and Urban Development.

ICH means the Interagency Council on the Homeless.

Landholding agency means a Federal department or agency with statutory authority to control real property.

Lease means an agreement between either the Department of Health and Human Services for surplus property, or landholding agencies in the case of non-excess properties or properties subject to the Base Closure and Realignment Act (Public Law 100-526; 10 U.S.C. 2687), and the applicant, giving rise to the relationship of lessor and lessee for the use of Federal real property for a term of at least one year under the conditions set forth in the lease document.