

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Community and Human Development
AGENDA DATE: August 21, 2018
CONTACT PERSON/PHONE: Nicole Ferrini, Director (915) 212-1659
DISTRICT(S) AFFECTED: All Districts

SUBJECT:

Request for City Council to adopt policies and procedures applicable to the planning process for the 45th Program Year for (FY 2019-2020) Community Development Block Grant (CDBG) Program, the FY 2019-2020 Emergency Solutions Grant (ESG) Program and the FY 2019-2020 Housing Opportunities for Persons with AIDS (HOPWA) Program; and to establish various deadlines for the submission of all 2019-2020 letters of intent, application packets and funding request forms.

BACKGROUND / DISCUSSION:

The Department of Community and Human Development (DCHD) presents updates to the Policies and Procedures for all funding streams received through the department of Housing and Urban Development. The document serves as official notice to interested parties as to the availability of funding for projects, services and programs within the City of El Paso for 2019-2020 (45th Program Year). Additionally, it describes all local policies and procedures pertaining to those federal funding streams as well as referencing federal regulations and guidelines. The DCHD oversees the planning, implementation and compliance on behalf of the City of El Paso. For the 45th Program Year, those funding streams include:

- Community Development Block Grant (CDBG)
- ESG (Emergency Solutions Grant) (ESG)
- HOPWA (Housing Opportunities for Persons with Aids (HOPWA))
- HOME Investment Partnerships Grant

The primary objective these programs is the development of viable urban communities, including decent housing, suitable living environments, and the expansion of economic opportunities, principally for persons of low and moderate income. The City of El Paso anticipates the total 45th Year entitlements to be approximately \$5.59.37 million beginning on September 1, 2019. Note that the federal entitlements shown in this document are projections and are subject to change. Final 45th Year entitlement allocations are pending Congressional approval of the HUD budget.

The following amounts are based on a 5% decrease over the previous Fiscal Year total allocation:

<i>Program</i>	<i>44th Year Entitlement</i>	<i>45th Year Entitlement Projection</i>
CDBG	\$6,255,263.00	\$5,942,500.00*
HOME	\$2,584,816.00	\$2,455,575.00*
ESG	\$527,078.00	\$500,724.00*
HOPWA	\$492,798.00	\$468,158.00*

*45th Year Entitlements Allocations are projections and are subject to change.

The City of El Paso has prioritized safe and beautiful neighborhoods, a vibrant regional economy and exceptional recreational, cultural and educational opportunities for all El Pasoans. Those priorities have been adopted by the City Council in the form of the El Paso City Strategic Plan. That plan identifies Goals, Actions and Tasks that make achievement of the City Vision possible. Projects, services and programs funded through CDBG, ESG, HOPWA and HOME should be supportive of the following strategic goals:

- Goal 1: Create an Environment Conducive to Strong Sustainable Economic Development*
Goal 2: Set the Standard for a Safe and Secure City
Goal 3: Promote the Visual Image of El Paso

Goal 4: Enhance El Paso's Quality of Life through Recreational, Cultural and Educational Environments

Goal 7: Enhance and Sustain El Paso's Infrastructure Network

Goal 8: Nurture and Promote a Healthy, Sustainable Community

In addition to the direct Strategic Goals supported by these funding sources, the Department of Community + Human Development through the careful administration of these funding sources strives to enrich and enhance the performance of the following citywide strategic goals:

Goal 5: Promote Transparent and Consistent Communication Amongst All Members of the Community

Goal 6: Set the Standard for Sound Governance and Fiscal Management

Summary of Proposed Changes

- Applications will be asked to illustrate alignment with both National Objectives established by HUD as well as Citywide Strategic Plan Goals.
- A Technical Advisory Review Panel will be established to assist DCHD staff in the application review process.
- Administrative changes to the policies and procedures document as well as adjustments to proposed grant amounts may be approved by the DCHD Director as described in the attached document.
- The requirements for nomination to the Community Development Steering Committee have been updated to include specific subject matter expertise in addition to the existing HUD requirements for low to moderate income individuals and persons of presumed benefit.
- In order to improve compliance with HUD national objectives and achievement of City Strategic Goals, set asides for Youth Programs and Activities for Seniors and the Disabled within the Public Services Category have been aligned with appropriate competitive service categories. These programs were previously identified as non-competitive.
- The category previously designated "Microenterprise" has been changed to "Economic Development" and includes two proposal categories, Microenterprise and Job Training. Job Training is a newly introduced category.
- Public Facilities funding has been divided into two categories Large Project Set Aside and Small Project Set Aside. Large Project Set Aside is projected to be \$2,494,710. Small Project Set Aside is projected to be \$1,000,000, \$500,000 in two targeted districts.
 - Districts 3 and 5 have been identified for the 45th Program Year.
- Public Facilities funding will once again be available to Municipal Departments, Non-Municipal Governmental Entities and Non-Profit Agencies in both the Large and Small-Scale Project Set Asides.
- All applicants will provide a copy of the System of Award Management (SAM) debarment check before execution of contract with the City as required by HUD.
- Public services agencies will be required to provide verification of three months of capital for sustainability of their public service program.
- Public services agencies will not be allowed to submit a cost allocation plan for indirect cost budget adjustments, the only allowable document for indirect cost adjustment will be a cognizant letter, which will need to be submitted with the application.
- Contract amendments will not be allowed after the first 6-month period, unless an exception is granted under extenuating circumstances by the DCHD Director.
- Matching funds provided by non-profits or government agencies will be expended in their entirety prior the construction completion. Municipal departments will be required to submit a waiver of the 10% required match.

*******REQUIRED AUTHORIZATION*******

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That City Council adopt policies and procedures for the 45th Year (FY 2019-2020) Community Development Block Grant (CDBG) Program, the FY 2019-2020 Emergency Solutions Grant (ESG) Program and the FY 2019-2020 Housing Opportunities for Person with AIDS (HOPWA) Program; all such policies and procedures attached hereto as Exhibit A; that City Council establish September 7, 2018 as the deadline for the submission of Letters of Intent from CDBG Public Service, ESG and HOPWA agencies; that City Council establish September 28, 2018 as the deadline for submission of all citizen and City Representative requests; that City Council establish October 22, 2018 as the deadline for submission of all CDBG Public Service, ESG and HOPWA application packets; and that City Council establish December 7, 2018 as the deadline for the submission of all FY 2019-2020 City Department, Fair Housing, Economic Development and Volunteer Housing Rehabilitation application packets.

APPROVED this _____ day of _____, 2018.

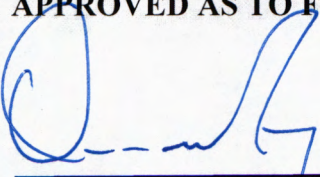
CITY OF EL PASO

Dee Margo,
Mayor

ATTEST:

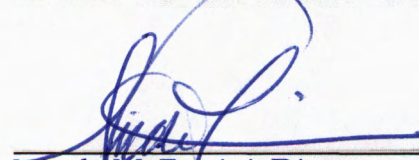
Laura Prine,
City Clerk

APPROVED AS TO FORM:



Omar De la Rosa
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicole M. Ferrini, Director
Community and Human Development