

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

**DEPARTMENT:** Community and Human Development

**AGENDA DATE:** September 15, 2009

**CONTACT PERSON/PHONE:** William Lilly/541-4643

**DISTRICT(S) AFFECTED:** All Districts

**SUBJECT:**

**APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.**

Discussion and action on a Resolution that City Council approve the Homelessness Prevention and Rapid Re-Housing Program (HPRP) funding awards for 2009-2012, attached as Attachment A; authorizing the City Manager to sign all contracts and documents, and amendments to such contracts, with the agencies approved for 2009-2012 HPRP funding; authorizing the City Manager to sign all Environmental Assessments, Requests for Release of Funds, Certifications and Performance Reports required by HUD for HPRP activities; and authorizing the City Manager to take any actions necessary to accomplish the intent of this resolution upon approval by the City Attorney's Office and Director of Community and Human Development Department.

**BACKGROUND / DISCUSSION:**

**Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?**

The Homeless Prevention and Rapid Re-Housing Program (HPRP) was established by Congress under the American Recovery and Reinvestment Act of 2009 signed by President Obama on February 17, 2009. On May 5, 2009, City Council added a Homelessness Prevention and Rapid Re-Housing Program (HPRP) component to its 2005-2010 Consolidated Plan by amending its 2008-2009 Annual Action Plan to allow the City of El Paso to use CDBG funds specifically designated for HPRP activities to give priority consideration and focus additional federal funds to provide homeless prevention assistance to households who would otherwise become homeless, and to provide assistance to rapidly re-house persons who are homeless as defined by Section 103 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11302).

There are four types of eligible activities for the HPRP: 1) financial assistance; 2) housing relocation and stabilization services; 3) data collection and evaluation; and (4) administrative costs. HPRP assistance is not intended to provide long-term support for program participants, nor will it be able to address all of the financial and supportive services needs of households that affect housing stability. Rather, assistance will be focused on housing stabilization, linking program participants to community resources and mainstream benefits, and helping them develop a plan for preventing future housing instability.

Effective July 16, 2009, the City of El Paso entered into a grant agreement with HUD for use of the \$3,492,976 in HPRP funds. It's mandated by HUD that all HPRP funds be obligated by September 30, 2009. On July 17, 2009, the City published a Request for Proposal notice in the El Paso Times stating that HPRP application packets would be available from July 20-28, 2009. Mandatory training workshops were held for all HPRP applicants on July 29, 2009. The deadline to receive all HPRP applications and supporting documents was August 13, 2009. The CD Steering Committee reviewed all proposals on August 27, 2009, and unanimously recommended the budget specified in Attachment A. CD staff concurs with this recommendation. After this item is approved by City Council, the City will enter into contractual agreements, no later than September 30, 2009, with the agencies identified in Attachment A for utilization of the HPRP funds for a three-year period ending July 16, 2012.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

As previously stated, on May 5, 2009, City Council added the HPRP component to its Annual Action Plan and its 5-year Consolidated Plan, clearing the way for utilization of the \$3,492,976 in HPRP funding.

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

\$3,492,976 will be made available to the City of El Paso from HUD for HPRP funding on a reimbursement basis. The City must expend 60% of the grant within two years (July 16, 2011) of the grant agreement date. Project accounts will be established after all contracts are executed. Budget transfers to appropriate the funds will be required.

**BOARD / COMMISSION ACTION:**

**Enter appropriate comments or N/A**

On August 27, 2009, the Community Development Steering Committee unanimously recommended the budget as specified in Attachment A.

**\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\***

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_  
**DEPARTMENT HEAD:** Anthony C. Shear for W. Lilly  
(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:

The Homelessness Prevention and Rapid Re-Housing Program (HPRP) funding awards for 2009-2012, attached hereto as Attachment A, are hereby approved; and

That the City Manager be authorized to sign all contracts and documents with the agencies approved for 2009-2012 HPRP funding, as specified in Attachment A, related to the implementation and performance of the activities contained in the Annual Action Plan 2008-2009 and corresponding programs. The City Manager is authorized herein to sign amendments to such contracts which add to or reduce funding when such amendments are consensual, including the de-obligation of funds by mutual termination; and

That the City Manager be authorized to sign all Environmental Assessments, Requests for Release of Funds, Certifications, and Performance Reports required by the U.S. Department of Housing and Urban Development for HPRP activities covered by the Consolidated Plan 2005-2010, the Annual Action Plan 2008-2009, and related Community Development programs; and

That the City Manager be authorized to take any actions necessary to accomplish the intent of this resolution and be authorized to sign any agreements or related documents for agency HPRP activities upon approval by the City Attorney's Office and Director of Community and Human Development.

**ADOPTED** this 15th day of September, 2009.

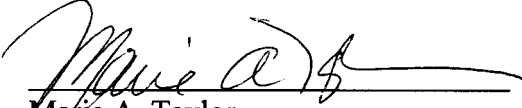
### CITY OF EL PASO

\_\_\_\_\_  
John F. Cook  
Mayor

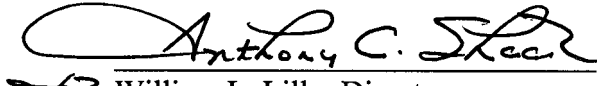
### ATTEST:

\_\_\_\_\_  
Richarda Duffy Momsen,  
City Clerk

### APPROVED AS TO FORM:

  
\_\_\_\_\_  
Marie A. Taylor,  
Assistant City Attorney

### APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
yol William L. Lilly, Director  
Community and Human Development

# HOMELESSNESS PREVENTION & RAPID RE-HOUSING PROGRAM (HPRP) 2009-2012 BUDGET – September 15, 2009

Attachment A

	APPLICANT/ADDRESS	PROJECT NAME – DESCRIPTION	Year 1 Funding	Year 2 Funding	Year 3 Funding	PROPOSED BUDGET
1	<p>El Paso County 500 E. San Antonio, Suite 301 El Paso, Texas 79901</p> <p><u>Services Provided at:</u> 800 E. Overland, Suite 301 (El Paso County) 3607 Rivera Avenue (Project Vida) 3410 Morenci (El Paso MHMR) 6000 Welch (El Paso Alliance) 580 Giles (Center Against Family Violence) 800 Montana (International AIDS Empowerment) 1331 Texas (TX Rio Grande Legal Aid)</p>	<p><u>Homelessness Prevention – Central/Northwest Planning Area</u> – Permanently prevent homelessness for residents of the Central/Northwest area of El Paso who meet HPRP eligibility requirements. Partner with six other local agencies to provide HPRP assistance (rent and utility payments, case management, legal services, credit repair and housing inspections for lead-based paint) to both households from the general population and certain special needs target populations. Households from the general population will access assistance through the County's offices in the planning areas. Partner agencies will provide direct access to the assistance for sub-population households who already turn to such partners for a variety of services and case management. It is estimated that the project for this Planning Area will provide 94 households with assistance during one year and 282 households during three years.</p>	<p><b>\$223,591</b> \$167,693 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<b>\$670,775</b>
2	<p>El Paso County 500 E. San Antonio, Suite 301 El Paso, Texas 79901</p> <p><u>Services Provided at:</u> 4641 Cohen Avenue (El Paso County) 4875 Maxwell (Project Vida) 3410 Morenci (El Paso MHMR) 6000 Welch (El Paso Alliance) 580 Giles (Center Against Family Violence) 800 Montana (International AIDS Empowerment) 1331 Texas (TX Rio Grande Legal Aid)</p>	<p><u>Homelessness Prevention – Northeast/East Planning Area</u> – Permanently prevent homelessness for residents of the Northeast/East area of El Paso who meet HPRP eligibility requirements. Partner with six other local agencies to provide HPRP assistance (rent and utility payments, case management, legal services, credit repair and housing inspections for lead-based paint) to both households from the general population and certain special needs target populations. Households from the general population will access assistance through the County's offices in the planning areas. Partner agencies will provide direct access to the assistance for sub-population households who already turn to such partners for a variety of services and case management. It is estimated that the project for this Planning Area will provide 94 households with assistance during one year and 282 households during three years.</p>	<p><b>\$223,591</b> \$167,693 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<b>\$670,775</b>
3	<p>El Paso County 500 E. San Antonio, Suite 301 El Paso, Texas 79901</p> <p><u>Services Provided at:</u> 9521 Socorro Road (El Paso County) 9521 Socorro Road (Project Vida) 3410 Morenci (El Paso MHMR) 6000 Welch (El Paso Alliance) 580 Giles (Center Against Family Violence) 800 Montana (International AIDS Empowerment) 1331 Texas (TX Rio Grande Legal Aid)</p>	<p><u>Homelessness Prevention – Lower Valley Planning Area</u> – Permanently prevent homelessness for residents of the Lower Valley area of El Paso who meet HPRP eligibility requirements. Partner with six other local agencies to provide HPRP assistance (rent and utility payments, case management, legal services, credit repair and housing inspections for lead-based paint) to both households from the general population and certain special needs target populations. Households from the general population will access assistance through the County's offices in the planning areas. Partner agencies will provide direct access to the assistance for sub-population households who already turn to such partners for a variety of services and case management. It is estimated that the project for this Planning Area will provide 94 households with assistance during one year and 282 households during three years.</p>	<p><b>\$223,591</b> \$167,693 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<p><b>\$223,592</b> \$167,694 Financial Assistance \$55,898 Relocation &amp; Stabilization Services</p>	<b>\$670,775</b>

	APPLICANT/ADDRESS	PROJECT NAME – DESCRIPTION	Year 1 Funding	Year 2 Funding	Year 3 Funding	PROPOSED BUDGET
4	TVP Non Profit Corporation 6501 Boeing Drive – J4 El Paso, Texas 79925  <u>Services Provided at:</u> 6501 Boeing Drive – J4 (TVP Non Profit Corp.)	<u>Rapid Re-Housing (RR) Assistance</u> – Place homeless families and individuals in quality affordable multi-family housing in the three Planning Areas of the City. Working with local shelters and Transitional Living Centers, the RR staff will develop a plan to move eligible persons into the housing, providing wrap-around services (case management and supportive services). Staff will also work with local apartment community to assure wide area participation. Financial assistance will include rental assistance for up to 12 months (pro-rated), utility assistance/deposits and deposits for housing. The project will seek to successfully relocate 45 families/individuals from area emergency shelters, transitional living centers, and other places authorized by HUD guidelines for rapid placement during Year 1, 50 families/individuals during Year 2, and 45 families/individuals during Year 3 for total of 140 families/individuals over the three-year period.	<b>\$339,875</b> \$238,770 Financial Assistance \$101,105 Relocation & Stabilization Services	<b>\$355,360</b> \$244,289 Financial Assistance \$111,071 Relocation & Stabilization Services	<b>\$304,765</b> \$226,201 Financial Assistance \$78,564 Relocation & Stabilization Services	<b>\$1,000,000</b>
5	El Paso Coalition for the Homeless 810 San Antonio, Suite B El Paso, Texas 79901	<u>Data Collection and Evaluation</u> – Project will ensure collection and reporting of data required by HUD for HPRP. The El Paso Coalition for the Homeless will set up and support HPRP programs in entering and reporting data through the Homeless Management Information System (HMIS). The Coalition will provide quarterly and annual reports to the City as required.	<b>\$44,960</b>	<b>\$43,520</b>	<b>\$43,520</b>	<b>\$132,000</b>
6	City of El Paso Community and Human Development #2 Civic Center Plaza, 8 <sup>th</sup> Floor El Paso, Texas 79901-1196	<u>5% HPRP Set-Aside:</u> \$100,000 – Recommended to El Paso County General Assistance Program for Homeless Prevention activities (as previously described) to benefit the general population in any or all of the City's 3 designated planning areas. \$74,651 – Recommended to TVP Non Profit Corporation for Rapid Re-Housing Assistance activities (as previously described) in any or all of the City's 3 designated planning areas.	<b>\$58,217</b> \$33,333 El Paso County \$24,884 TVP	<b>\$58,217</b> \$33,334 El Paso County \$24,883 TVP	<b>\$58,217</b> \$33,333 El Paso County \$24,884 TVP	<b>\$174,651</b>
7	City of El Paso Community and Human Development #2 Civic Center Plaza, 8 <sup>th</sup> Floor El Paso, Texas 79901-1196  El Paso County 500 E. San Antonio, Suite 301 El Paso, Texas 79901  TVP Non Profit Corporation 6501 Boeing Drive – J4 El Paso, Texas 79925	<u>HPRP Grantee and Subgrantee Administration</u> (Up to 5% of Allocation): \$ 43,716 – 20% of one Senior Grant Planner @ \$14,572/year ( <b>City of El Paso</b> ) 23,658 – 15% of one Grant Planner @ \$7,886/year ( <b>City of El Paso</b> ) 13,971 – Indirect Cost @ 26.548% of Salaries @ \$4,657/year ( <b>City of El Paso</b> ) 5,656 – Legal Notices @ \$1,885/year ( <b>City of El Paso</b> ) 19,332 – Indirect Cost @ 24.02% or \$6,444/year – Central/Northwest Area ( <b>El Paso County</b> ) 19,335 – Indirect Cost @ 24.02% or \$6,445/year – Northeast/East Area ( <b>El Paso County</b> ) 19,332 – Indirect Cost @24.02% or \$6,444/year – Lower Valley Area ( <b>El Paso County</b> ) 29,000 – Year 1 (\$9,600), Year 2 (\$9,700) and Year 3 (\$9,700) ( <b>TVP Non Profit Corp.</b> ) Year 1: Audit (\$1,500), Bookkeeping (\$2,600) & Exec. Director Oversight (\$5,500) Year 2: Audit (\$1,500), Bookkeeping (\$2,700) & Exec. Director Oversight (\$5,500) Year 3: Audit (\$1,500), Bookkeeping (\$2,700) & Exec. Director Oversight (\$5,500)  \$174,000	<b>\$57,933</b>	<b>\$58,033</b>	<b>\$58,034</b>	<b>\$174,000</b>
<b>2009-2012 HPRP TOTAL BUDGET</b>			<b>\$1,171,758</b>	<b>\$1,185,906</b>	<b>\$1,135,312</b>	<b>\$3,492,976</b>