

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

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

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

A complete submission contains the following three documents:

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

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

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

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

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

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

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A. General Information

Grantee Name	City of Tempe
Name of Entity or Department Administering Funds	City of Tempe Housing Services
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Elizabeth Chavez
Title	Housing Services Administrator
Address Line 1	21 E. 6 th Street
Address Line 2	Suite 214
City, State, Zip Code	Tempe, AZ 85212
Telephone	480-350-8950
Fax	480-350-8902
Email Address	liz_chavez@tempe.gov
Authorized Official (if different from Contact Person)	Charles W. Meyer
Title	City Manager
Address Line 1	31 E. 5 th Street
Address Line 2	
City, State, Zip Code	Tempe, AZ 85281
Telephone	480-350-8821
Fax	480-350-8930
Email Address	charlie_meyer@tempe.gov
Web Address where this Form is Posted	www.tempe.gov/housing

Amount Grantee is Eligible to Receive*	\$661,474
Amount Grantee is Requesting	\$661,474

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

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B. Citizen Participation and Public Comment

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

Response:

In order to obtain citizen participation in the development of the above referenced Action Plan Substantial Amendment, the following efforts have been undertaken:

On April 9, 2009 a Public Hearing requesting citizen input was held at a regularly held Formal City Council meeting. City Council meeting notices were posted in advance; on the Friday afternoon prior to a Thursday Council meeting. Council agendas are located in the City Clerk's office on the second floor of City Hall, the bulletin board outside of the City Council Chambers and on the internet at www.tempe.gov/clerk. Citizens were invited to submit comments in writing via the U.S. Mail, via e-mail or in person at the public hearing before the City Council. On April 21, 2009, the Substantial Amendment was during a City Council Housing Committee meeting. Housing Committee meetings are open to the public and agendas are posted prior to the meetings. On April 24, 2009, the City made available our Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP) for the HUD authorized reduced 12-day public comment period. A public notice of the comment period was published in the East Valley Tribune as well as the City's website. The notice advised the public of the locations where citizens may review copies of the draft documents and the process for submitting comments. The draft Amendment was also available on the City's website at: www.tempe.gov/housing.

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

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

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

Response:

Public comments included the following:

-We need to serve homeless individuals who are currently utilizing I-HELP, a faith-based lodging program.

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- Service providers report seeing a 50% increase in requests for rent/utility assistance from Tempe households in recent weeks.
- The Tempe Police Department is receiving increased calls on the non-emergency number from Tempe families who are facing eviction and need financial assistance; the services to refer them to are running low on funds and cannot help everyone.
- Tumbleweed Youth Services has the capacity to assist with rapid re-housing of homeless youth including the follow-up case management needed.
- Registered sex offenders have trouble finding places to live; we should target some assistance for them.

C. Distribution and Administration of Funds

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

1. Check the process(es) that the grantee plans to use to select subgrantees. Note that a subgrantee is defined as the organization to which the grantee provides HPRP funds.

- Competitive Process
- Formula Allocation
- Other (Specify: _____)

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

Response:

The City of Tempe is issuing a Request for Proposals (RFP) soliciting non-profit partners to provide grant-eligible services to Tempe residents who are either at high-risk of becoming homeless or are currently homeless.

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

Response:

An evaluation team will review all RFPs received. The factors to be considered will include the respondents' experience with addressing homelessness in Tempe, ability to maximize resources, organizational capacity, proposed implementation strategies, ability to collect data via HMIS, and the completeness of the proposal/ acceptance of terms and conditions. Successful respondents will be notified and contracts will be executed.

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

Response:

A team of staff including the City's Affordable Housing Supervisor and Homeless Coordinator will monitor the effective and timely use of HPRP grant funds through the provision of firm reporting dates for required data and onsite monitoring visits to ensure compliance with all requirements of the grant.

D. Collaboration

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

Response:

The City of Tempe Homeless Coordinator is facilitating discussions with local homeless service to prepare for the expenditure of HPRP funds. The City is conducting a competitive Request for Proposals that will result in subgrantees being awarded HPRP funds. Potential subgrantees include the Tempe Community Action Agency, the Tempe Salvation Army, the Urban Outreach Program, Tumbleweed, UMOM and CEDA. As part of the requirements for receiving funds, subgrantees will have demonstrate current partnerships with other homeless service providers and commit to ongoing collaborations with mainstream resources including but not limited to, the AZ Department of Economic Security (financial assistance, food stamps, workforce development, and vocational rehabilitation), the Veteran's Administration, homeless school liaisons, Magellan (mental health services), Community Bridges (detox and substance abuse treatment) and the ASU School of Nursing. The City of Tempe Homeless Coordinator will also facilitate meetings with subgrantees on a quarterly basis to ensure that HPRP funds are being maximized and partnerships are successfully stabilizing individuals and families.

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

Response:

The City of Tempe Homeless Coordinator is involved in all local Continuum of Care activities and serves as the Co-Chair of the Regional Council on Homelessness. The goals of the HPRP funds are consistent with those of the Regional Plan to End Homelessness that has been developed by the local

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Continuum of Care. The Continuum of Care has convened key stakeholders to plan for the maximization and expenditures of these funds throughout the region.

The City of Tempe Homeless Coordinator also facilitates a monthly Homeless Advisory Committee with representation from both homeless and mainstream services; ongoing collaboration on the expenditure of these funds will also take place at that level. Mainstream service providers, through their participation in quarterly Tempe Project Homeless Connect since January 2007, are already actively involved in addressing homelessness in Tempe. The mainstream resources include the Social Security Administration, AZ Department of Economic Security, U.S. Vets and the Veteran's Administration, Magellan, Healthcare for the Homeless, the AZ Motor Vehicle Department, Tempe Community Action Agency, and the Tempe Homeless School Liaisons.

3. Briefly describe how HPRP grant funds for financial assistance and housing relocation/stabilization services will be used in a manner that is consistent with the grantee's Consolidated Plan (limit 250 words).

Response:

The eligible activities under the HPRP grant are consistent with the City of Tempe Consolidated Plan. The city's Consolidated Plan supports the regional Continuum of Care activities and local activities that address homelessness in Tempe. The City of Tempe currently funds multiple programs that address homelessness through prevention, outreach and homeless case management services.

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E. Estimated Budget Summary

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

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance ¹	\$211,700	\$211,701	\$423,401
Housing Relocation and Stabilization Services ²	\$100,000	\$100,000	\$200,00
Subtotal (add previous two rows)	\$311,700	\$311,701	\$623,401
Data Collection and Evaluation ³			\$5,000
Administration (up to 5% of allocation)			\$33,073
Total HPRP Amount Budgeted⁴			\$661,474

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

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

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

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

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F. Authorized Signature

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

Title