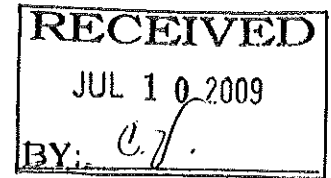




U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

JUN 29 2009



Jeff Wall

Mr. Larry Groth
City Manager
Housing and Community Development Services
P.O. Box 2570
Waco, TX 76702

Dear Mr. Groth:

Congratulations! I am pleased to inform you that the Homelessness Prevention and Rapid Re-Housing Program (HPRP) Substantial Amendment to your jurisdiction's Consolidated Plan 2008 Action Plan has been approved for funding. Grant award letters containing specific award amounts, documents, and instructions to facilitate the execution and implementation of the grant will be sent by the local HUD field office under separate cover.

The HPRP is authorized under Title XII of the American Recovery and Reinvestment Act of 2009 (Recovery Act). Congress crafted legislation and allocated funding for communities to provide financial assistance and services to prevent individuals and families from becoming homeless and to help those who are experiencing homelessness to be quickly re-housed and stabilized.

HPRP is one of several Recovery Act grant programs authorized under the Obama administration. HUD encourages HPRP grantees to collaborate with eligible entities to maximize the expeditious and coordinated use of all Recovery Act funds. HUD further encourages grantees to take advantage of technical assistance that has been made available by the Department at <http://www.hud.gov/recovery> or <http://www.hudhre.info>.

Thank you for all of your efforts to accomplish this mission. Your continued cooperation with HUD is greatly appreciated.

Sincerely,

Nelson R. Bregón
General Deputy Assistant Secretary

Grant No.: S09-MY-48-0008

Official Contact Person: Vicki Halfmann

Telephone No.: 254-750-5664

FAX: 254-750-5604

E-mail Address: vhalfmann@ci.waco.tx.us

Tax ID No.: 746002468

Unit of Government No. (if applicable): _____

DUNS No.: 075090779

GRANT AGREEMENT

HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM

This Grant Agreement is made by and between the U.S. Department of Housing and Urban Development (HUD) and the city of Waco for the Homelessness Prevention and Rapid Re-Housing Program (HPRP) in the amount of \$685,599 pursuant to the provisions under the Homelessness Prevention Fund heading of Division A, Title XII of the American Recovery and Reinvestment Act of 2009, Public Law 111-5, 123 Stat. 115 (Feb. 17, 2009) (Recovery Act). The requirements set forth in the Notice of Allocations, Application Procedures, and Requirements for Homelessness Prevention and Rapid Re-Housing Program Grantees under the American Recovery and Reinvestment Act of 2009, dated on March 19, 2009 and as may be amended (the Notice), the requirements set forth under the Homelessness Prevention Fund heading of Title XII, and sections 1512, 1515, and 1553 of the Recovery Act, and the Grantee's submissions pursuant to the Notice are incorporated as part of this Agreement.

In reliance upon the Grantee's submissions pursuant to the Notice, HUD agrees, upon execution of this Grant Agreement, to provide the Grantee with the agreed HPRP grant funds. The Grantee agrees to distribute and use its HPRP grant funds as specified in the submission to HUD that HUD approved pursuant to the Notice.

The Grantee is responsible for ensuring that each entity that administers all or a portion of the Grantee's HPRP grant funds or receives all or a portion of the Grantee's HPRP grant funds to carry out HPRP activities fully complies with the HPRP requirements.

The period of this Grant Agreement begins on the date the HUD official signs this Grant Agreement (Availability Date) and ends on the date that is three years after the Availability Date.

The Grantee authorizes HUD to increase the amount of HPRP grant funds available to the Grantee pursuant to this Grant Agreement by execution of an amendment by HUD, without the Grantee's execution of the amendment or other consent. If the Grantee fails to expend 60 percent of the grant within 2 years of the Availability Date HUD may, by its execution of an amendment, deobligate the funds required to be expended without the Grantee's execution of the amendment or other consent.

The following parties execute this Grant Agreement on the dates set forth below as follows:

UNITED STATES OF AMERICA
Secretary of Housing and Urban Development

By: Gary Haeberg 7/13/09
Signature and Date

Katie S. Worsham
Typed or Written Name of Authorized Official

Director, Office of Community Planning and Development
Title

GRANTEE

By: Larry D. Groth 7/30/09 MW
Signature and Date

Larry D. Groth, P.E.
Typed or Written Name of Authorized Official

City Manager
Title



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Fort Worth Regional Office, F 1 VI
Office of Community Planning and Development
801 Cherry Street, Unit #45, Suite 2500
Fort Worth, TX 76102
www.hud.gov

JUL 13 2009

Larry D. Groth, City Manager
City of Waco
P.O. Box 2570
Waco, TX 76702-2570

Dear Mr. Groth:

SUBJECT: Homelessness Prevention and Rapid Re-Housing Program (HPRP)
Transmittal of Grant Agreement
Grant Number: S09-MY-48-0008

I am pleased to inform you that the Homelessness Prevention and Rapid Re-Housing Program (HPRP) Substantial Amendment to your jurisdiction's 2008 Consolidated Action Plan has been approved for funding in the amount of \$685,599. Enclosed are three Grant Agreements, which constitute the contract between HUD and the City of Waco. The Grant Agreement together with your approved HPRP Substantial Amendment and the HPRP Notice provide the information needed to expedite the implementation of this grant.

Please be reminded that although the signed grant agreement is effective as of the date of HUD signature, your jurisdiction's authorized representative must sign and return two of the three grant agreements within 15 days of the date that HUD signed the grant agreement, per Section IV.F.4 of the HPRP Notice. Also, note that the statutory 2- and 3-year deadlines for expenditure of funds begin on the date that the grant agreement is signed by HUD. The execution of all subgrantee contracts must be completed by September 30, 2009. Significant changes to activities after the grant execution date should be discussed with this office to ensure consistency with HPRP standards and guidelines, including those for substantial amendments to the Consolidated Action Plan.

HPRP, as authorized under Title XII of the American Recovery and Reinvestment Act of 2009 (ARRA), provides financial assistance and services to prevent individuals and families from becoming homeless and help those who are experiencing homelessness to be quickly re-housed and stabilized. As a recipient of HPRP funding, HUD encourages your jurisdiction to collaborate with eligible entities to maximize the expeditious and coordinated use of other ARRA funds. HUD further encourages grantees to take advantage of the technical assistance that has been made available by the Department. See <http://www.hud.gov/recovery> or <http://www.hudhre.info> for more information.

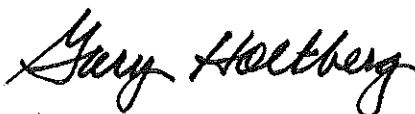
While the City's Substantial Amendment did not identify a Public Housing Authority (PHA) as a possible subgrantee, the City is reminded that if it intends to subgrant HPRP funds to a PHA, a waiver request must be sent to this office which contains the following information:

- A description of how the inclusion of the PHA as a subgrantee is in the best interest of HPRP participants, including any benefit(s) to the participants;
- An explanation of how HPRP participants will be selected within the service area to ensure that PHA residents will not be unfairly selected for program participation over other community residents; and
- A statement describing the PHA's experience serving homeless persons

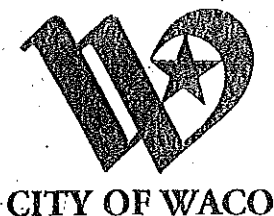
No HPRP funds may be subgranted to a PHA until a waiver is approved by HUD.

If you have any questions or require any assistance, please contact Leona Mincie, Community Planning and Development Representative, at 817-978-5948. We look forward to working with you and your staff throughout the coming year.

Sincerely,


for Katie S. Worsham
Director

Enclosures



Housing & Community Development Services

Post Office Box 2570
Waco, Texas 76702-2570
254 / 750-5656
Fax: 254 / 750-5604
www.waco-texas.com

COPY

May 14, 2009

Katie Worsham, Director
Office of CPD
U.S. Department of HUD
801 Cherry Street
Unit #45 Suite 2500
Fort Worth, TX 76102

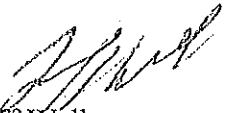
Dear Ms. Worsham,

Enclosed is an amendment to the City of Waco's 2008 Consolidated Annual Action Plan. The amendment adds the new HUD Homeless Prevention and Rapid Re-Housing Program funds. We submit the following documents as required by the Notice of Allocations, Application Procedures, and Requirements for Homeless Prevention and Rapid Re-Housing Program Grantees Under the American Recovery and Reinvestment Act of 2009:

- A signed and dated SF-424
- A completed form HUD-40119
- Signed and dated General Consolidated Plan and HPRP certifications
- Copy of Public Notice issued related to this amendment

The City of Waco appreciates the opportunity to receive funding under this new program and looks forward to using these funds to implement programs to prevent homelessness and rapidly re-house homeless persons. If you have any further questions, you may contact Vicki Halfmann at 254-750-5664.

Sincerely,


Jeff Wall
Housing and Community Development
Director

Enclosures

2009-230
05-05-09

OMB Number: 4040-0004
Expiration Date: 01/31/2009

Application for Federal Assistance SF-424

Version 02

1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		*2. Type of Application * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation * Other (Specify) _____ <input type="checkbox"/> Revision	
3. Date Received:		4. Applicant Identifier:	
5a. Federal Entity Identifier:		*5b. Federal Award Identifier:	
State Use Only:			
6. Date Received by State:		7. State Application Identifier:	
8. APPLICANT INFORMATION:			
*a. Legal Name: City of Waco			
*b. Employer/Taxpayer Identification Number (EIN/TIN): 746002468		*c. Organizational DUNS: 075090779	
d. Address:			
*Street 1: P. O. Box 2570			
Street 2: 300 Austin Avenue			
*City: Waco			
County: McLennan			
*State: TX			
Province: _____			
*Country: U.S.A.			
*Zip / Postal Code: 76702			
e. Organizational Unit:			
Department Name: City of Waco Housing and Community Development Services		Division Name: n/a	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix: Ms.		*First Name: Vicki	
Middle Name: L			
*Last Name: Halfmann			
Suffix: _____			
Title: Financial Supervisor			
Organizational Affiliation: City of Waco			
*Telephone Number: 254-750-5664		Fax Number: 254-750-5604	
*Email: vhalfmann@ci.waco.tx.us			

Application for Federal Assistance SF-424

Version 02

*9. Type of Applicant 1: Select Applicant Type:

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

*10 Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.257

CFDA Title:

Homelessness Prevention and Rapid Re-Housing Program

*12 Funding Opportunity Number:

ER-5307-N-01

*Title:

Funding Availability for the Homelessness Prevention Fund Created Under Title XII of Division A of the ARRA of 2009

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Waco, TX

*15. Descriptive Title of Applicant's Project:

City of Waco to fund homeless prevention and rapid re-housing activities as authorized by the HUD Notice of Allocations, Applications, Procedures, and Requirements for the HPRP Grantees Under the ARRA of 2009.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant: 17

*b. Program/Project: 17

17. Proposed Project:

*a. Start Date: 08/01/2009

*b. End Date: 08/01/2012

18. Estimated Funding (\$):

*a. Federal 685,599
*b. Applicant _____
*c. State _____
*d. Local _____
*e. Other _____
*f. Program Income _____
*g. TOTAL 685,599

*19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____
☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
☒ c. Program is not covered by E. O. 12372

*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

☐ Yes ☒ No

21. *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)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

Authorized Representative:

Prefix: Mr.
Middle Name: D.
*Last Name: Groth
Suffix: _____

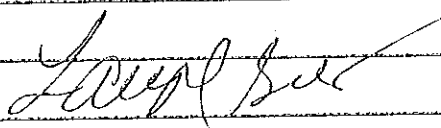
*First Name: Larry

*Title: City Manager

*Telephone Number: 254-750-5640

Fax Number: 254-750-5604

*Email: larryg@ci.waco.tx.us

*Signature of Authorized Representative: 

*Date Signed: 5-8-09

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

City of Waco

Amendment

2008/2009 U.S. Department of Housing and Urban Development

Annual Action Plan

Public Review Period: April 22, 2009 – May 4, 2009

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

**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)

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

A. General Information

Grantee Name	City of Waco
Name of Entity or Department Administering Funds	Housing and Community Development Services Department
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Vicki Halfmann
Title	Financial Supervisor
Address Line 1	P.O. Box 2570
Address Line 2	
City, State, Zip Code	Waco, TX 76702-2570
Telephone	254-750-5664
Fax	254-750-5604
Email Address	vhalfmann@ci.waco.tx.us
Authorized Official (if different from Contact Person)	Larry Groth
Title	City Manager
Address Line 1	P.O. Box 2570
Address Line 2	
City, State, Zip Code	Waco, TX 76702-2570
Telephone	254-750-5640
Fax	254-750-5604
Email Address	larryg@ci.waco.tx.us
Web Address where this Form is Posted	http://www.waco-texas.com/

Amount Grantee is Eligible to Receive*	\$685,599
Amount Grantee is Requesting	\$685,599

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

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

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: The City of Waco Citizen Participation Plan requires the City to notify citizens of any substantial amendments to the Final Annual Action Plan. Substantial amendments include the addition of any activity not originally described in the annual action plan.

Therefore, upon notification from the U.S. Department of Housing and Urban Development (HUD) that the City could receive up to \$685,599 from the Homelessness Prevention and Rapid Re-Housing Program (HPRP), the City of Waco completed HUD Form 40119 Substantial Amendment to the Consolidated Plan 2008 Action Plan to add the HPRP to the Plan.

On April 21, 2009, staff will ask the Waco City Council for authorization to publish the amendment for public comment. In accordance with the Citizen Participation Plan and HUD's Notice of Allocations, Application Procedures, and Requirements for HPRP Grantees Under the American Recovery and Reinvestment Act of 2009, staff will publish a public notice notifying the public that the amendment will be available for review for at least 12 days at locations designated in the Citizen Participation Plan. The notice will also inform the public of the deadline for written comments, May 4, 2009, and the public hearing concerning the amendment scheduled for May 5, 2009.

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.
4. Response: Lone Star Legal Aid submitted a public comment noting that they would be proud to partner with the City of Waco to address the tremendous homelessness prevention legal needs in the area. They also submitted a proposal requesting \$90,000 in HPRP funding a staff attorney in their Waco office for three years to assist the City of Waco in carrying out the HPRP program by providing training and legal assistance to the City of Waco and the HPRP clients. The City will

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

provide this information to the HPRP committee for their consideration when allocating funds for the HPRP program.

No comments were made at the May 5, 2009 public hearing concerning this proposed amendment.

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: HPRP Committee to allocate funds.)

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

Response: The City of Waco Housing and Community Development Services department will form an HPRP Committee to allocate funds to specific activities that will best carry out the intention of the HPRP and meet priority homeless prevention needs within the City of Waco. The HPRP Committee will include, but not be limited to the following: City staff to include the City of Waco Homelessness Administrator, Heart of Texas Homeless Coalition Chair, member from the Mayor's Homelessness Committee, and Housing Authority staff member. The City of Waco Housing and Community Development Services Director will chair the committee. City Housing and Community staff will carry out agreed upon activities through subrecipients and direct program delivery. Funds will supplement the expansion of existing homelessness prevention programs and activities, including emergency rent and utility assistance. Funds will also be used for rapid rehousing programs for homeless individuals and families.

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: The following timeline is proposed:

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

Date	Action
April 21	Staff Requests Waco City Council approval to publish the amendment to the 2008 Consolidated Annual Action Plan for the \$685,599 HPRP funds.
April 22 – May 4	Amendment available for public review.
May 5	Public Hearing on Substantial Amendment and Council approval of amendment.
May 8	Staff submits amendment to HUD for approval.
May 15	Staff identifies members of HPRP Committee and sends Committee members background information including HPRP allowable activities, community needs, and existing homeless prevention programs within the City of Waco.
May 27 June 3	HPRP Committee meets to outline specific plan/projects/activities to fund within the next 3 years and potential subrecipients, as applicable, to carry out the activities.
July	Staff requests a basic application package from potential subrecipients identified by HPRP Committee.
TBD	Staff evaluates application packages and drafts subrecipient agreements
July 2 – September 1	HUD approval of Consolidated Annual Action Plan Amendment and execution of HUD grant agreement.
TBD	City Council approval of subrecipient agreements
September 30, 2009	All subrecipient agreements executed no later than September 30, 2009.

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:

The City of Waco Housing and Community Development Services department staff will oversee the HPRP activities. Staff members will review applicable laws, regulations, policies and procedures as published and attend applicable HUD training as needed. Staff members will direct and facilitate the HPRP Committee's allocation of funds for specific projects/activities/subrecipients to ensure that the funds are used timely and for eligible activities. The funds will be subject to the City's regular monitoring and oversight procedures as detailed in the 2008 Annual Action Plan.

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

The City will monitor all program operations carried out with federal funds to ensure that they are carried out in accordance with regulations, reporting requirements, and other mandates set by the federal government including HUD policies and procedures and the general grant administrative requirements as set forth in 24 CFR Parts 84 and 85. All financial transactions including purchasing, procurement, and contracting or other methods of acquisition will be subject to the City's normal procedures and internal and external audit processes.

The City will monitor all subrecipients on-site at least one time annually. The on-site review includes a review of financial controls and systems, compliance with general grant administrative requirements, program-specific requirements, and evaluation of program performance. In addition, the City provides any needed/requested technical assistance to its subrecipients.

The City will, to the extent feasible, monitor the operations of other agencies, entities, and organizations participating in community development, emergency shelter, and affordable housing programs and activities, gaining from them information as to the quantity and extent of operations for inclusion in its Consolidated Annual Performance and Evaluation Report.

The City will review reports from IDIS no less than quarterly to ensure compliance with HPRP timeliness requirements.

The City will monitor the internal and external HPRP funded activity performance, including progress towards meeting the annual goals and objectives as noted in the annual action plan, through the review of monthly expenditure reports and quarterly performance reports.

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 will identify these agencies through researching online information including the following websites:

<http://www.hudhre.info/index.cfm?do=viewHPRP>

<http://www.recovery.gov/>

<http://www.hud.gov/recovery/>

Collaboration with HUD Ft. Worth Community Programs Division

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

Collaboration with the Heart of Texas Homeless Coalition, Waco Housing Coalition, Waco Housing Group, United Way, the Emergency Food and Shelter Program Board, and the Heart of Texas Council of Governments

As staff identifies other programs and recipients, they will report this to the HPRP Committee and recommend ways HPRP could be used to enhance existing efforts without duplicating services.

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 HPRP Committee will include a representative from the Heart of Texas Homeless Coalition, which prepares the area's Continuum of Care grant and has knowledge of the mainstream resources available for clients within the community's continuum of care. City Housing and Community Development Staff members are also members of the Heart of Texas Homeless Coalition and the Coalition's Continuum of Care committee.

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 City's 2004 – 2008 Consolidated Plan notes that the City plans to continue to use available resources from HUD to help low-income families avoid becoming homeless. We plan to use HPRP for emergency rent and utility assistance programs to prevent homelessness. Therefore, this activity is consistent with the needs identified in the 2004 – 2008 Consolidated Plan.

The plan also included a goal to expand permanent housing for persons transitioning out of homelessness. The HPRP funds will be used to support Rapid Rehousing program initiatives that may include developing an affordable housing database, providing direct short to medium term rental assistance, case management, and follow up on the client's housing status. Therefore, this activity is consistent with the needs identified in the 2004 – 2008 Consolidated Plan.

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

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	\$250,000	\$251,320	\$501,320
Housing Relocation and Stabilization Services ²	\$50,000	\$90,000	\$140,000
Subtotal (add previous two rows)	\$300,000	\$341,320	\$641,320

Data Collection and Evaluation ³	\$10,000
Administration (up to 5% of allocation)	\$34,279
Total HPRP Amount Budgeted⁴	\$685,599

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.

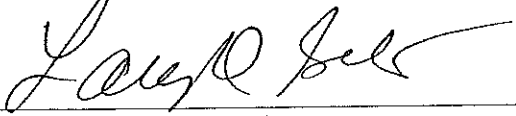
³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

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

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

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)

MLW


Signature/Authorized Official

5-8-09
Date

City Manager
Title

Homelessness Prevention and Rapid Re-Housing Program (HPRP) Certifications

The HPRP Grantee certifies that:

Consolidated Plan – It is following a current HUD-approved Consolidated Plan or CHAS.

Consistency with Plan – The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Confidentiality – It will develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

Discharge Policy – A certification that the State or jurisdiction has established a policy 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.

HMIS – It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

MLW



Signature/Authorized Official

5-8-09

Date

CITY MANAGER

Title

GENERAL CERTIFICATIONS FOR STATE OR LOCAL GOVERNMENT FOR THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the state, territory, or local government certifies that:

Affirmatively Further Fair Housing -- The state, territory, or local government will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Drug-Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency;

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.


Anti-Lobbying -- To the best of the state, territory, or local government's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Local Government, State, or Territory -- The submission of the consolidated plan is authorized under state law and local law (as applicable) and the jurisdiction or state possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

MLW 
Signature/Authorized Official

5-8-09
Date

CITY MANAGER
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The Grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☒ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).



CITY OF WACO

PUBLIC NOTICE

Notice of Public Hearing and Availability for Review
Proposed Amendments to the 2008/2009
Consolidated Annual Action Plan

The Department of Housing and Urban Development Notice of Allocations, Application Procedures, and Requirements for Homelessness Prevention and Rapid Re-Housing Program (HPRP) Grantees Under the American Recovery and Reinvestment Act of 2009 requires the City to make an amendment to the Program Year 2008 Consolidated Annual Action Plan to add the HPRP funds in the plan and make such an amendment available for a sufficient period of time (12 days) to permit citizens' comments on the proposed amendment before it is submitted to HUD.

The City of Waco is proposing to make the following amendment to add \$685,599 HPRP funds to the Program Year 2008/2009 Consolidated Annual Action Plan:

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance	\$250,000	\$251,320	\$501,320
Housing Relocation and Stabilization Services	\$50,000	\$90,000	\$140,000
Subtotal (add previous two rows)	\$300,000	\$341,320	\$641,320

Data Collection and Evaluation	\$10,000
Administration (up to 5% of allocation)	\$34,279
Total HPRP Amount Budgeted⁴	\$685,599

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HPRP Public Notice Availability (Send to Newspapers etc).doc

Draft copies of the Proposed Amendment to the Program Years 2008/2009 Consolidated Annual Action Plan will be made available to the public from April 22, 2009 through May 4, 2009 at the following locations:

City Secretary's Office	Housing and Community Development Services
City of Waco	City of Waco
City Hall	City Hall, Basement
300 Austin Avenue	300 Austin Avenue
Waco, Texas 76702	Waco, Texas 76702

Waco-McLennan County Library locations:

Main Library	East Waco Library
1717 Austin Avenue	901 Elm Street
Waco, Texas 76701	Waco, Texas 76704
R.B. Hoover Library	South Waco Library
Lake Air Court	2737 South 18 th Street
1428 Wooded Acres #104	Waco, Texas 76706
Waco, Texas 76710	

A Public Hearing will be held on May 5, 2009 in the Bosque Theatre at the Waco Convention Center. Written comments on the report submitted to Housing & Community Development Services at the address listed below no later than 5:00 p.m., May 4, 2009 will be presented at the Council meeting. Copies of the documents may also be obtained by contacting:

Housing and Community Development Services
City of Waco
P.O. Box 2570
Waco, Texas 76702-2570
(254) 750-5656

Patricia W. Ervin
City Secretary

09-048

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CITY OF WACO

PUBLIC NOTICE

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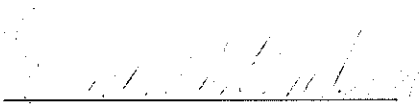
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City of Waco
P.O. Box 2570
Waco, Texas 76702-2570
(254) 750-5656

This notice is being posted at Waco City Hall on the ____ day of April 20, 2009 at ____ A.M./P.M.



Patricia W. Ervin
City Secretary

NOTE: Persons with disabilities who plan to attend this meeting and who need auxiliary aids or services should contact Patricia Ervin, City Secretary, at (254) 750-5750 at least twenty-four (24) hours before this meeting so that appropriate arrangements can be made.

It is the opinion of the City Attorney's office that this meeting is being held and conducted in accordance with Chapter 551 of the Texas Government Code

Leah Hayes, City Attorney