

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)

DRAFT

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A. General Information

Grantee Name	City of Aurora
Name of Entity or Department Administering Funds	Division of Neighborhood Redevelopment
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Michael Kamon
Title	Director of Neighborhood Redevelopment
Address Line 1	44 E. Downer Place
Address Line 2	
City, State, Zip Code	Aurora, IL 60505
Telephone	(630) 264-3060
Fax	(630) 264-3070
Email Address	mkamon@aurora-il.org
Authorized Official (if different from Contact Person)	Thomas J. Weisner
Title	Mayor
Address Line 1	44 E. Downer Place
Address Line 2	
City, State, Zip Code	Aurora, IL 60505
Telephone	(630) 844-3612
Fax	(630) 892-8967
Email Address	tweisner@aurora-il.org
Web Address where this Form is Posted	www.aurora-il.org

Amount Grantee is Eligible to Receive*	\$506,883
Amount Grantee is Requesting	\$506,883

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

DRAFT

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:

This Amendment was developed in accordance with a comprehensive and detailed Citizen Participation Plan to obtain citizen views and comments concerning proposed activities. Comments were elicited from citizens, agencies and non-profit organizations that provide homeless and supportive services within the City of Aurora.

A citizen participation chronology follows:

April 6, 2009, the City met with local non-profit organizations for a community planning meeting regarding the HPRP funds. A general discussion was held with the six organizations represented regarding the funds allocated to the City and the eligible uses for the funds.

April 8, 2009, the Block Grant Working Committee (BGWC) members met with Division of Neighborhood Redevelopment staff to review the Amendment documentation and to make general HPRP funding recommendations. The BGWC committee approved proceeding with the Substantial Amendment for 2008 Annual Action Plan.

April 12, 2009, a notice regarding the City of Aurora HPRP funds was published in the Aurora Beacon News announcing the public comment period for the new funding and for the opportunity to attend a public hearing on the subject.

April 17, 2009, the draft Amendment was posted on the City of Aurora website for public review and comment.

May 4, 2009, a public hearing will be conducted to discuss HPRP funding and implementation. The Public notice was posted in the Aurora Beacon News 15 days before the hearings and all public comments will be accepted until May 11, 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.

Response:

This section will be completed following the close of the comment period.

DRAFT

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

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:

City staff have met with non-profit agencies that provide services that would be eligible for funding under the HPRP grant. The intent of the discussion was to gather input on the unmet needs and to generate ideas for the City to create a Request for Proposals (RFP). City staff will create an RFP that specifies the availability of the funds, the process for applying and the criteria for being selected. Priority will be given to proposals that are collaborative in nature, and provide a comprehensive approach to avoiding eviction and helping previously homeless households obtain housing using the eligible components for this funding.

City staff will begin the RFP as soon as the substantial amendment is submitted. The draft RFP will be reviewed at the June BGWC meeting. Allowing for time to incorporate any needed changes, and assuming that the substantial amendment is approved, the final RFP would be ready to be distributed immediately following HUD approval in July.

All proposals will be scored by Division of Neighborhood Redevelopment staff using criteria specified in the RFP. Funding recommendations will be made to the BGWC at their July meeting. Thee the necessary City Council action will be taken to allow the City to enter into an agreement with the selected sub-recipient(s) will start providing services on or before September 30, 2009.

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).

DRAFT

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

Response:

The Division of Neighborhood Redevelopment staff will begin negotiating the scope of services, budget and program reporting attachments of the contract packet. Most of the non-profit agencies that currently provide rental assistance and rapid re-housing activities have been sub-recipients with the City of Aurora for housing and/or other services in the past, they are familiar with the sub-recipient agreement, the reporting requirements and disbursement requests. Additional technical assistance and will be provided for all agencies to ensure proper understanding and compliance of HUD's Notice of Funding Allocation and Requests for HPRP, dated March 19, 2009. The City anticipates that it will take 60 days or less from the time HUD executes the grant agreement to negotiate an agreement with the subrecipient and for services to begin.

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 Division of Neighborhood Redevelopment requires sub-recipients to report monthly on progress towards meeting the agreed upon goals and to request reimbursements. City staff work with non-profit sub-recipients to ensure that progress is made towards meeting goals and that funds are expended in a timely manner by keeping in close contact, especially in the early stages of any new agreement.

The City will provide on-going technical assistance and monitoring to ensure compliance with HPRP regulations and to provide accurate and up to date reporting to meet HUD's requirements.

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:

City of Aurora will follow the Public Participation Plan for the Community Development Block Grant program. With the initial meeting held on April 6, 2009 with local agencies serving the targeted populations. A public hearing is scheduled for May 4, 2009 to gather target population need and define the HPRP funding budget and implementation plan. These outreach efforts will insure collaboration among agencies receiving ARRA and other federal agencies, including the U.S. Department of Education, Health and Human Services, Homeland Security and Department of Labor.

DRAFT

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

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 Kane County Continuum of Care has been notified of the City of Aurora HPRP allocation and will continue to be kept involved during the substantial amendment process. Neighborhood Redevelopment staff attend Continuum of Care committee meetings and will continually provide service providers, funders and advocates information on the HPRP funds. Continuum members will have full access to the substantial amendment and are encouraged to comment and provide feedback regarding possible collaboration efforts and program design.

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 2008—2010 Consolidated Plan includes five Homeless Objectives, which were established through the Homeless Initiative, a collaboration between Fox Valley United Way and the City of Aurora:

- Homeless Prevention
 - Funding for 329 0-30% AMI individuals receiving case management services
- Outreach & Assessment
 - Funding for 169 0-30% AMI individuals receiving case management services
- Emergency Shelters & Services
 - Funding for 283 0-30% AMI individuals and continued emergency services
- Transitional Services
 - Funding for 52 0-30% AMI individuals for receipt of transitional assistance funds
- Extremely Low Income & Low Income Homeless Prevention
 - Funding for 203 0-50% AMI individuals, preventing future homelessness

The Consolidation Plan goals are a secondary layer of goals specifically targeting the City of Aurora but are in full cooperation and support of the Continuum of Care. The Consolidated Plan objectives are consistent with the intent of the Homelessness Prevention & Rapid Re-Housing program uses. The City will use HPRP funds to provide financial assistance and services to households who are either homeless in of need re-entry costs to obtain housing or households what are at risk of homelessness.

DRAFT

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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	\$177,409	\$177,409	\$354,818
Housing Relocation and Stabilization Services ²	\$58,291	\$58,291	\$116,582
Subtotal (add previous two rows)	\$235,700	\$235,700	\$471,400

Data Collection and Evaluation ³	\$10,139
Administration (up to 5% of allocation)	\$25,344
Total HPRP Amount Budgeted⁴	\$506,883

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."

DRAFT

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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)

Signature/Authorized Official

Date

Title