

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 3/28/2013

Action Requested By:  
Community  
Development

Agenda Item Type  
Resolution

Subject Matter:

Resolution authorizing the Mayor to submit an application to the State (ADECA) to request \$200,000 in Emergency Solutions Grant (ESG) funds.

Exact Wording for the Agenda:

Resolution authorizing the Mayor to submit an application to the State (ADECA) to request \$200,000 in Emergency Solutions Grant (ESG) funds.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Select... Unanimous Consent Required: Select...

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

This Resolution authorizes the Mayor to submit an application to ADECA to request \$200,000 in FY13 Emergency Solution Grant funds (ESG). These funds are specifically for homeless activities. The City is requesting funds for program operations for local non-profit agencies. This grant requires a dollar for dollar match that the agencies will provide.

Associated Cost:

Budgeted Item: No

MAYOR RECOMMENDS OR CONCURS: Yes

Department Head: 

Date: 2/26/13

## ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Community Development

Council Meeting Date: 3/28/2013

Department Contact: Turkessa Coleman Lacey

Phone # 256-427-5418

Contract or Agreement: Agreement

Document Name: Emergency Solutions Grant (ESG)

City Obligation Amount: \$200,000 (match funds)

Total Project Budget: \$200,000

Uncommitted Account Balance: 0

Account Number: n/a



### Procurement Agreements

<b>Not Applicable</b>	<b>Competitive</b>
-----------------------	--------------------

### Grant-Funded Agreements

<b>State Other</b>	<b>Grant Name:</b> <u>Emergency Solutions Grant (ESG) ADECA</u>
--------------------	--

Department	Signature	Date
1) Originating		<u>2/26/13</u>
2) Legal		<u>3/22/13</u>
3) Finance		<u>3/23</u>
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 13-

**WHEREAS** the United States Department of Housing and Urban Development has awarded the State of Alabama a grant under the Stewart B. McKinney Homeless Assistance Act, and;

**WHEREAS** the City of Huntsville, Alabama is eligible to apply for a portion of these funds from the State of Alabama, Department of Economic and Community Affairs (ADECA);

**NOW THEREFORE BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, that the Mayor of the City of Huntsville be authorized, requested and directed to make application to the Alabama Department of Economic and Community Affairs for Emergency Solutions Grant Funds, including all understandings and assurances contained therein; to act in connection with the submission of the Application, and to provide such additional information as may be required. Said Application being substantially similar in words and figures to that document identified as "Application for Emergency Solutions Grant Funds from the State of Alabama" consisting of a total of ten (10) pages and the date of March 28, 2013, appearing on the margin of the first page, together with the signature of the President or President Pro-Tem of the City Council, a copy of said document being permanently kept on file in the Office of the City Clerk Treasurer of the City of Huntsville, Alabama.

**ADOPTED** this the 28<sup>th</sup> day March, 2013

\_\_\_\_\_  
President of the City Council of  
the City of Huntsville, Alabama

APPROVED this the 28<sup>th</sup> day of March, 2013

\_\_\_\_\_  
Mayor of the City of Huntsville,  
Alabama

**FY2013  
APPLICATION**

**EMERGENCY SOLUTIONS  
GRANTS PROGRAM**

**STATE OF ALABAMA**

**PLEASE SUBMIT ONE (1) ORIGINAL AND  
TWO (2) COPIES TO THE ADDRESS BELOW  
BY APRIL 8, 2013.**

**Alabama Department of Economic and Community  
Affairs**

**Attn: CED Programs**

**401 Adams Avenue, Suite 500**

**Post Office Box 5690**

**Montgomery, Alabama 36103-5690**

**Telephone (334) 242-0492**

**[www.adeca.alabama.gov](http://www.adeca.alabama.gov)**

03-28-2013

---

President or President Pro tem,  
City Council of Huntsville, Alabama

**APPLICATION**  
**ALABAMA EMERGENCY SOLUTIONS GRANT PROGRAM**  
 FY 2013

**A.1. Applicant's Name:** City of Huntsville, Alabama, Madison County  
**Mayor/Chairman/Authorized Official:** Tommy Battle, Mayor  
**Applicant's Address** 308 Fountain Circle, Huntsville, AL 35801  
**Contact Person:** Turkessa Coleman Lacey  
**Address:** P.O. Box 308, Huntsville, AL 35801  
**Telephone:** 256-427-5418 **E-mail:** turkessa.coleman@huntsvilleal.gov

**A.2. Declaration of Debt:**  
 Does the applicant owe money to the state or federal government?  Yes  No  
 If the answer is "yes", please attach an explanation.

**A.3. 2010 Population of Service Area:** 334,811

**A.4. House District:** 10,19,20,21  
**Senate District:** 4,7  
**Congressional:** 5

**A.5. Problem Area (s) Addressed:**  
 Street Outreach  
 Emergency Shelter  
 Homeless Prevention  
 Rapid Re-housing  
 HMIS

**A.6. ESG Funds Requested: \$** 200,000.00  
 Administration \$3,000.00  
 Street Outreach \$9,650.00  
 Homelessness Prevention \$15,000.00

\$7,793.00 HMIS  
\$144,557.00 Emergency Shelter  
\$20,000.00 Rapid Re-Housing

to be served; number of beneficiaries served during the last calendar year; and the amount and source of matching funds.

**A.8. Verification of Tax-Exempt Status:**

Provide the IRS Determination Letter and tax-exempt number for each nonprofit agency (acting as the applicant or subrecipient).

**A.9. System for Award Management**

Provide documentation of the applicant's registration at [www.SAM.gov](http://www.SAM.gov).

**B.1 Identification of Homeless Assistance Needs**

20 Points

Applicants will identify the homeless assistance needs they propose to address for their service area including the needs of other eligible clientele such as victims of domestic violence. Applicants should specifically address the needs of the unsheltered homeless persons in their service area. They should use quantifiable data, specific to their service area, to the maximum extent possible. Data should include the number of individuals and families actually served during the last calendar year.

**Maximum of 5 text pages.**

**B.2 Applicant's Strategy to Address Homeless Problems**

25 Points

Applicants will describe their strategy for addressing homeless problems. They will provide specific data quantifying the types of assistance or services provided to homeless individuals and families or those persons at risk of homelessness during the last calendar year. **Applicants will estimate the number of participants they propose to assist in relation to the types of assistance to be provided.** They should explain their strategy for targeting funds to the neediest persons, or to the geographic or functional areas where funds may have the greatest impact.

**Maximum of 5 text pages.**

**B.3. Capacity and Coordination**

20 Points

Applicants will describe their management capacity, especially that of all subrecipients, if any. Provide specific details relating to direct or related experience with service provision to homeless individuals and families or those at-risk of homelessness. Applicants will provide their plan to coordinate and integrate ESG-funded activities with other programs targeted to serving homeless persons and with mainstream resources for which program participants may be eligible.

**Maximum of 5 text pages.**

**B.4. Participation in a Continuum of Care**

15 Points

The applicant will demonstrate a thorough understanding of the “continuum of care” concept and explain how the services provided by it or its subrecipients are in line with this concept. This will include information concerning membership in an existing Continuum of Care Homeless Coalition. The applicant will explain the levels of participation of the applicant and the subrecipients in the continuum and detail the strategies of their particular continuum for serving the homeless.

**Maximum of 5 text pages (charts not included in page limit).**

**B.5. Match**

10 Points

Points will be given based on the clarity of proposed match. Match (in-kind or cash) must be explained as to how its use relates to the activities allowed under the McKinney Homeless Assistance Act, as amended. Match must be verified to include resolutions and letters detailing sources of funds. If match comes from the city or the county, then the source of funds (general fund) must be identified. Letters from banks, organizations, or donors specifying donated items will be needed. Volunteer hours and fundraising efforts will need to be discussed in enough detail to establish validity. The service area or activities for which volunteer hours are used must be clearly indicated.

**Maximum of 5 text pages (graphs/charts not included in page limit).**

**B.6. Budget**

10 Points

The budget narrative must consist of a thorough explanation of activities involved with the request. Each budget category (Administration, Street Outreach, Emergency Shelter, Homelessness Prevention, Rapid Re-Housing, and HMIS) must give a detailed description of costs. The applicant's budget must be the aggregate of the subrecipient(s) budget(s).

In addition to the budget forms, each agency for which funds are requested should submit its annual budget that shows the source and amount of other funds received.

**NOTE: The budgets submitted with the applications do not require signatures or dates.**

**Budget narrative is limited to 5 text pages (graphs/charts not included in page limit).**

**B.7. Schedule**

Provide a flow chart or timeline showing the schedule of necessary project elements with starting and ending dates for each. Activities applied for must be completed and closed out within eighteen (18) to twenty-two (22) months.