

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 11/19/2015

Action Requested By:
Community
Development

Agenda Item Type
Resolution

Subject Matter:

Resolution authorizing the Mayor to amend the FY 2014 Emergency Solutions Grant (ESG) program budget for the City of Huntsville, Alabama Community Development.

Exact Wording for the Agenda:

Resolution authorizing the Mayor to amend the FY 2014 Emergency Solutions Grant (ESG) program budget for the City of Huntsville, Alabama Community Development.

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.

The FY 2014 Emergency Solutions Grant (ESG) program aids in stably housing homeless or at risk of homeless individuals and families.

Associated Cost:

Budgeted Item: Not applicable

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: _____ Date: 10/26/2015

**ROUTING SLIP
CONTRACTS AND AGREEMENTS**

Originating Department: Community Development Council Meeting Date: 11/19/2015

Department Contact: Turkessa Coleman-Lacey Phone # 256-427-5418

Contract or Agreement: Agreement

Document Name: FY2014 Emergency Solutions Grant (ESG) Program Budget Amendment

City Obligation Amount: 0.00

Total Project Budget: 200,000.00

Uncommitted Account Balance: 0.00

Account Number: n/a

Procurement Agreements

Not Applicable	Not Applicable
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Grant-Funded Agreements

State Other	Grant Name: Emergency Solutions Grant (ESG) ADECA
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Department	Signature	Date
1) Originating	<i>Turkessa Coleman-Lacey</i>	11/3/15
2) Legal	<i>Mary Clats</i>	11/10/15
3) Finance	<i>[Signature]</i>	11/10/15
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO. 15-_____

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 Council of the City of Huntsville authorized the Mayor of the City of Huntsville to make application to the Alabama Department of Economic and Community Affairs (ADECA) for Emergency Solutions Grant (ESG) funds pursuant; and

WHEREAS, the City of Huntsville received \$200,000.00 in response to the application, the said grant was approved by ADECA; and

WHEREAS, after a comprehensive assessment of identified community needs Community Action Partnership of Huntsville/Madison & Limestone Counties, Inc. (CAPHMLC), a designated sub-recipient is formally requesting to move their ESG Street Outreach category to New Futures, another designated sub-recipient for the same purpose of Street Outreach.

WHEREAS, the City must submit an amended budget to ADECA whenever budget revisions are 10% or greater of the entire ESG budget or if monies are shifted from one designated agency to another.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Huntsville, Alabama that the Mayor of the City of Huntsville is authorized, requested and directed to submit an amended budget to accurately reflect the budget change; and

BE IT FURTHER RESOLVED, that all remaining parts of the City's original grant application remain unchanged.

ADOPTED this the 19th day of November, 2015.

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

APPROVED this the 19th day of November, 2015.

Mayor of the City of
Huntsville, Alabama

SUBRECIPIENT FORM

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget/Final Financial Report**

Date of Report 10/19/2015 Subrecipient Budget/Report Number 2 Original Form Final
 Subrecipient Name City of Huntsville Revisi Form Final
 Contract Number HESG-14-015
 Second-tier Subs City of Huntsville Admin, Community Action Partnership, Crisis Services,
 Family Services, New Futures, RiahRose, & NACH

Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG				Local/Other Funds		Budget or
			2 Last Approved Budget	3 Original Budget/ Budget Revision/ Final Expenditure	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision/ Final Expenditure		
a.	Administration	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$ -	
b.	Street Outreach	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	\$ -	
c.	Emergency Shelter	\$ 230,000.00	\$ 115,000.00	\$ 115,000.00	\$ -	\$ 115,000.00	\$ 115,000.00	\$ -	
d.	HMIS	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -	
e.	Prevention	\$ 67,000.00	\$ 33,500.00	\$ 33,500.00	\$ -	\$ 33,500.00	\$ 33,500.00	\$ -	
	Rental Assistance Services *(HR & S)								
	Rental Assistance Services *(HR & S)								
f.	Re-Housing	\$ 67,000.00	\$ 33,500.00	\$ 33,500.00	\$ -	\$ 33,500.00	\$ 33,500.00	\$ -	
	Rental Assistance Services *(HR & S)								
	Total	\$ 400,000.00	\$ 200,000.00	\$ 200,000.00	\$ -	\$ 200,000.00	\$ 200,000.00	\$ -	

* Services (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official Sharon Webster Date 10-26-2015

State Reviewer _____ Date _____

Description of Amendment and/or deobligation: (provide second-tier subrecipient name(s) involved)
 Budget Amendment to shift \$5,000.00 in Street Outreach from Community Action to New Futures.

Division Chief _____
 Source of local/other funds: _____

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report: 10/19/2015 Subrecipient Budget/Report Number: 2 C
 Subrecipient Name: City of Huntsville Second-tier Subrecipient Budget/Report Number: 2 R
 Second-tier Subrecipient Name: Community Action Partnership of Huntsville, Madison, & Limestone County F
 Contract Number: HESG-14-015 F

Activity #	Activity	1 Total Activity Cost (3 + 6)	2 Last Approved Budget	ESG		4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	Local/Other Funds	
				3 Original Budget/ Budget Revision	6 Original Budget/ Budget Revision			6 Original Budget/ Budget Revision	E
a.	Administration	\$ -				\$ -			
b.	Street Outreach	\$ -	\$ 5,000.00			\$ (5,000.00)	\$ 5,000.00	\$ -	
c.	Emergency Shelter	\$ -				\$ -			
d.	HMIS	\$ -				\$ -			
e.	Prevention	\$ 67,000.00	\$ 33,500.00			\$ 33,500.00	\$ 33,500.00	\$ 33,500.00	
Rental Assistance Services *(HR & S)									
f.	Re-Housing	\$ 67,000.00	\$ 33,500.00			\$ -	\$ 33,500.00	\$ 33,500.00	
Rental Assistance Services *(HR & S)									
Total		\$ 134,000.00	\$ 72,000.00	\$ 67,000.00	\$ (5,000.00)	\$ 72,000.00	\$ 67,000.00		

* (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official: [Signature]

Date: 10-26-15

State Reviewer: _____
 Date: _____

Description: (Required for original budget only)

Division Chief: _____

- a. _____
- b. Case Management _____
- c. _____
- d. _____
- e. Utilities Assistance/Case Management _____
- f. Housing Placement/Case Management _____

Reason for amendment and/or deobligation: Change in Budget due to needs to better serve clients

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015 Subrecipient Budget/Report Number 2
 Subrecipient Name City of Huntsville Second-tier Subrecipient Budget/Report Number 2
 Second-tier Subrecipient Name New Futures Contract Number HESG-14-015

For ADECA use only Project # Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG			Local/Other Funds	
			2 Last Approved Budget	3 Original Budget/ Budget Revision	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision
	a. Administration	\$ -			\$ -		
	b. Street Outreach	\$ 10,000.00		\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
	c. Emergency Shelter	\$ 66,000.00	\$ 33,000.00	\$ 33,000.00	\$ -	\$ 33,000.00	\$ 33,000.00
	d. HMIS	\$ -			\$ -		\$ -
	e. Prevention	\$ -			\$ -		\$ -
	Rental Assistance Services *(HR & S)						
	f. Re-Housing	\$ -			\$ -		\$ -
	Rental Assistance Services *(HR & S)						
	Total	\$ 76,000.00	\$ 33,000.00	\$ 38,000.00	\$ 5,000.00	\$ 33,000.00	\$ 38,000.00

* (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official [Signature] Date 10-26-15 State Reviewer _____ Date _____

Description: (Required for original budget only)
 a. _____
 b. _____
 c. Operational Expenses related to running a Shelter. (Maintenance, Utilities, Rent, & Professional Services)
 d. _____
 e. _____
 f. _____

Reason for amendment and/or deobligation: Change due to budget needs to better serve clients

Source of local/other funds:

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015 Subrecipient Budget/Report Number 2
 Subrecipient Name City of Huntsville Second-tier Subrecipient Budget/Report Number 2
 Second-tier Subrecipient Name City of Huntsville/Admin
 Contract Number HESG-14-015

For ADECA use only Project # Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG			Local/Other Funds		
			2 Last Approved Budget	3 Original Budget/ Budget Revision	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision	B
	a. Administration	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$
	b. Street Outreach	\$ -						\$
	c. Emergency Shelter	\$ -						\$
	d. HMIS	\$ -						\$
	e. Prevention	\$ -						\$
	Rental Assistance Services *(HR & S)							
	f. Re-Housing	\$ -						\$
	Rental Assistance Services *(HR & S)							
	Total	\$ 6,000.00	\$ 3,000.00	\$ 3,000.00	\$ -	\$ 3,000.00	\$ 3,000.00	\$

* (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official [Signature] Date 10-26-15 State Reviewer [Signature] Date [Blank]

Description: (Required for original budget only)
 a. Payment of Administration Salaries

b. _____
 c. _____
 d. _____
 e. _____
 f. _____

Reason for amendment and/or deobligation: _____

Division Chief _____
 Source of local/other fund: _____

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015 Subrecipient Budget/Report Number 2
 Subrecipient Name City of Huntsville Second-tier Subrecipient Budget/Report Number 2
 Second-tier Subrecipient Name Crisis Services Center of North Alabama
 Contract Number HESG-14-015

For ADECA use only	Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG			Local/Other Funds		B
				2 Last Approved Budget	3 Original Budget/ Budget Revision	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision	
	a.	Administration	\$ -			\$ -			\$ -
	b.	Street Outreach	\$ -			\$ -			\$ -
	c.	Emergency Shelter	\$ 65,000.00	\$ 32,500.00	\$ 32,500.00	\$ -	\$ 32,500.00	\$ 32,500.00	\$ -
	d.	HMIS	\$ -			\$ -			\$ -
	e.	Prevention	\$ -			\$ -			\$ -
		Rental Assistance							
		Services *(HR & S)							
	f.	Re-Housing	\$ -			\$ -			\$ -
		Rental Assistance							
		Services *(HR & S)							
	Total		\$ 65,000.00	\$ 32,500.00	\$ 32,500.00	\$ -	\$ 32,500.00	\$ 32,500.00	\$ -

* (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official [Signature] Date 10-26-15 State Reviewer _____ Date _____
 Division Chief _____

Description: (Required for original budget only)
 a. _____
 b. _____
 c. Operational Expenses related to running a Shelter. (Maintenance, Utilities, Rent, & Professional Services)
 d. _____
 e. _____
 f. _____
 Reason for amendment and/or deobligation: _____

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015

Subrecipient Budget/Report Number 2
Second-tier Subrecipient Budget/Report Number 2

Subrecipient Name City of Huntsville
Second-tier Subrecipient Name Family Services Center
Contract Number HESG-14-015

For ADECA use only Project # Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG			Local/Other Funds		
			2 Last Approved Budget	3 Original Budget/ Budget Revision	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision	B
	a. Administration	\$ -						
	b. Street Outreach	\$ -						
	c. Emergency Shelter	\$ 65,000.00	\$ 32,500.00	\$ 32,500.00	\$ -	\$ 32,500.00	\$ 32,500.00	\$ -
	d. HMIS	\$ -						
	e. Prevention	\$ -						
	Rental Assistance Services *(HR & S)							
	f. Re-Housing	\$ -						
	Rental Assistance Services *(HR & S)							
	Total	\$ 65,000.00	\$ 32,500.00	\$ 32,500.00	\$ -	\$ 32,500.00	\$ 32,500.00	\$ -

*(HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official Sharon Webster
 Date 10-26-15

State Reviewer
Date

Description: (Required for original budget only)
 a. _____
 b. _____
 c. Operational Expenses related to running a Shelter. (Maintenance, Utilities, Rent, & Professional Services)
 d. _____
 e. _____
 f. _____

Reason for amendment and/or deobligation: _____

Original to Accounting, Copy to Grant Administrator, and Copy to Project File.

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015 Subrecipient Budget/Report Number 2
 Subrecipient Name City of Huntsville Second-tier Subrecipient Budget/Report Number 2
 Contract Number HESG-14-015

Activity #	Activity	1 Total Activity Cost (3 + 6)	ESG			Local/Other Funds		
			2 Last Approved Budget	3 Original Budget/ Budget Revision	4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision	
a.	Administration	\$ -			\$ -			
b.	Street Outreach	\$ -			\$ -			
c.	Emergency Shelter	\$ -			\$ -			
d.	HMIS	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -
e.	Prevention	\$ -			\$ -			
	Rental Assistance							
	Services *(HR & S)							
f.	Re-Housing	\$ -			\$ -			
	Rental Assistance							
	Services *(HR & S)							
	Total	\$ 20,000.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 10,000.00	\$ -

* (HR & S) - Housing Relocation & Stabilization Services
 Mayor/Chairman/Authorized Official [Signature] Date 10-26-15 State Reviewer [Signature] Date

Description: (Required for original budget only)

- a. _____
- b. _____
- c. _____
- d. HMIS Administration Fees _____
- e. _____
- f. _____

Reason for amendment and/or deobligation: _____

Division Chief _____
 Source of local/other fund _____

SECOND-TIER SUBRECIPIENT

**Alabama Department of Economic and Community Affairs
Emergency Solutions Grant
Budget Financial Report**

Date of Report 10/19/2015

Subrecipient Budget/Report Number 2

Subrecipient Name City of Huntsville

Second-tier Subrecipient Budget/Report Number 2

Second-tier Subrecipient Name RiahRose

Contract Number HESG-14-015

For ADECA use only	Project #	Activity	1 Total Activity Cost (3 + 6)	ESG			4 Budget Adjustment or Deobligation (3 - 2)	5 Last Approved Budget	6 Original Budget/ Budget Revision	B
				2 Last Approved Budget	3 Original Budget/ Budget Revision					
		a. Administration	\$ -				\$ -			\$ -
		b. Street Outreach	\$ -				\$ -			\$ -
		c. Emergency Shelter	\$ 34,000.00	\$ 17,000.00	\$ 17,000.00		\$ -	\$ 17,000.00	\$ 17,000.00	\$ -
		d. HMIS	\$ -				\$ -			\$ -
		e. Prevention	\$ -				\$ -			\$ -
		Rental Assistance Services *(HR & S)								
		f. Re-Housing	\$ -				\$ -			\$ -
		Rental Assistance Services *(HR & S)								
		Total	\$ 34,000.00	\$ 17,000.00	\$ 17,000.00		\$ -	\$ 17,000.00	\$ 17,000.00	\$ -

*(HR & S) - Housing Relocation & Stabilization Services

Sharon J. Wilks
Mayor/Chairman/Authorized Official

10-24-15
Date

State Reviewer
Date

Description: (Required for original budget only)

Division Chief

- a. _____
- b. _____
- c. Operational Expenses related to running a Shelter. (Maintenance, Utilities, Rent, & Professional Services)
- d. _____
- e. _____
- f. _____

Source of local/other fund

Reason for amendment and/or deobligation: