



Meeting Date 07/26/11

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other

Prepared By: Will Reed *WR* Agenda Item No. **I-6**

Reviewed By: City Manager *WR* City Attorney *JP* Finance *AC* Other (Specify) \_\_\_\_\_

**DATE:** July 11, 2011

**TO:** City Council

**FROM:** William E. Wilkins, Housing Director *[Signature]*

**SUBJECT:** 2011 US Department of Housing and Urban Development Continuum of Care Grant

**RECOMMENDATION**

That City Council adopt a resolution authorizing:

1. The City Manager to execute and submit the 2011 Continuum of Care Grant application in the amount of \$764,156.
2. The City Manager or designee to execute any agreements necessary to accept the grant award and appropriate funds in the amount of the grant award.
3. The Chief Financial Officer or designee to submit financial reports and grant claims and approve special budget appropriations.
4. The Housing Director or designee to submit non-financial reports.

**DISCUSSION**

On or near August 1, 2011, the U.S. Department of Housing and Urban Development (HUD) will issue its Notice of Funding Availability (NOFA) for the Continuum of Care Grant Supportive Housing Programs (CoC, SHP), in which the City has competitively participated for more than ten (10) years. Once the NOFA has been issued, the City will have approximately sixty (60) days to complete and submit the application. The City's Homeless Services Division is anticipating submitting an application in the total amount of \$764,156 for agencies that can renew existing homeless services projects.

On or around December 20, 2011, HUD is expected to announce the 2011 CoC awards. If awarded, the City expects to receive official award letters and contracts from HUD in February or March of 2012. The City will then have approximately thirty (30) days to execute awarded contracts and return them to the HUD Los Angeles Field Office. The City Manager will be required to execute these contracts.

The City will then enter into local contracts with local service providers as outlined in the Application. At that time, the City will need to encumber funds for a certain number of awardees to be determined upon award notification(s). Under the Grant Agreement between the City and HUD, the City is required to administer the grant funds to its sub-grantees through a reimbursement method. The sub-grantee is expected to expend funds from its resources and to request reimbursement from HUD through the City.

### **FINANCIAL IMPACT**

The reimbursable grant funding will be recognized in Account 258-5138. No General Fund match is required.

Attachment No. 1 - Resolution

CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF OXNARD APPROVING SUBMITAL OF GRANT APPLICATION

WHEREAS, City Council Resolution No. 12,053 sets out the procedure by which City staff may submit grant applications, following approval by resolution of the City Council; and

WHEREAS, the Housing Department has requested that City Council approve the submittal of an application to the United Stated Department of Housing and Urban Development for \$764,156 in Continuum of Care grant funds, to be used for homeless services programs.

NOW, THEREFORE, the City Council of the City of Oxnard resolves to approve the submittal of a grant application by the City Manager for homeless services programs. The City Council further resolves that the City Manager or designee is authorized to execute grant agreements; the Chief Financial Office or designee is authorized to submit financial reports and grant claims and approve special budget appropriations for the use of grant funds; and the Housing Director or designee is authorized to submit non-financial reports.

PASSED AND ADOPTED this 26<sup>th</sup> day of July, 2011 by the following vote:

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

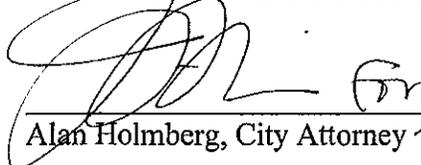
ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Dr. Thomas E. Holden, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Daniel Martinez, City Clerk

  
\_\_\_\_\_  
Alan Holmberg, City Attorney 7.21.11

