



**AMENDMENT NO. 3 TO THE  
2015-2019 CONSOLIDATED PLAN  
AND 2019-2020 ACTION PLAN**

**EMERGENCY SOLUTIONS GRANT  
CARES ACT COVID-19 ALLOCATIONS**

Prepared by:

The City of Irvine  
Community Development Department  
Neighborhood Services Division  
1 Civic Center Plaza  
Irvine, CA 92606  
[cityofirvine.org/cdbg](http://cityofirvine.org/cdbg)

**This page intentionally left blank.**

## **IRVINE CITY COUNCIL**

Christina L. Shea  
Mayor

Mike Carroll  
Vice Mayor

Melissa Fox  
Councilmember

Farrah N. Khan  
Councilmember

Anthony Kuo  
Councilmember

**This page intentionally left blank.**



## TABLE OF CONTENTS

Executive Summary .....	1
Background .....	1
Sources.....	1
Uses of Emergency Solutions Grant (ESG-CV2) .....	1
AP-15 Expected Resources .....	3
Matching Requirements.....	3
AP-20 Goals and Objectives .....	4
AP-35 Projects and activities.....	5
AP-90 Program Specific Requirements .....	6

### **Appendices**

Appendix A Citizen Participation

Appendix B ESG Written Standards

Appendix C SF-424, SF-424D, Certifications

# Executive Summary

## Background

Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the President signed it on March 27, 2020 authorizing \$2.2 trillion in a variety of stimulus measures to prevent, prepare for, and respond to the COVID-19 pandemic. The law includes \$2 billion for Emergency Solutions Grant (ESG) entitlement communities. The City of Irvine receives regular formula-based entitlement grants of ESG funds through the United States Department of Housing and Urban Development (HUD) each year.

## Sources

HUD allocated ESG-CV funding in two rounds. This amendment covers the second round of ESG-CV funding. In June, the City was notified by HUD of its second round of ESG-CV funding (ESG-CV2) in the amount of \$2,927,391.

## Uses of Emergency Solutions Grant (ESG-CV2)

A Notice of Funding Availability (NOFA) for ESG-CV2 funding was published on July 20 on the City’s website and distributed directly to homelessness prevention service providers, with applications due August 12.

On July 29, staff held a meeting with interested homeless prevention services providers to review the ESG-CV2 program and NOFA, and encourage applications to be submitted to address homelessness issues related to the COVID-19 pandemic.

The Community Services Commission (Commission) met on September 16, 2020 to hear presentations from eight organizations that submitted 11 total applications for ESG-CV2 program activities. At its October 21 meeting, the Commission approved ESG-CV2 funding recommendations for consideration by the City Council. Those funding recommendations are listed below.

### Homelessness Prevention Activities

Affordable Housing Clearinghouse	\$5,378
Families Forward	\$347,152
Interval House	\$151,265
Mercy House	\$112,894
Orange County Asian and Pacific Islander Community Alliance	\$375,000
Project Self-Sufficiency	\$84,023
South County Outreach	\$572,217

### Rapid Re-Housing Activities

Families Forward	\$294,703
Orange County Asian and Pacific Islander Community Alliance	\$125,000

South County Outreach	\$257,157
StandUp for Kids	\$257,188
<b><u>Data Collection &amp; Administration</u></b>	
2-1-1 OC Homeless Management Information System	\$52,675
City of Irvine Program Administration and Monitoring	\$292,739
<b>Total ESG-CV2 Funding</b>	<b>\$2,927,391</b>

## AP-15 Expected Resources

The second round allocation of \$2,927,391 of ESG-CV2 funds under the CARES Act increased the City's allocation of ESG-CV funding from \$558,059 to \$3,485,450. The period of performance for ESG-CV1 and ESG-CV2 is from June 24, 2020 to June 23, 2022.

**Table 1 – Expected Resources**

Program	Uses of Funds	Expected Amount Available				Narrative Description
		Allocation:	Program Income:	Prior Year Resources:	Total:	
<b>ESG-CV</b>	Homelessness Prevention Rapid Re-Housing	\$3,485,450	\$0	\$0	\$3,485,450	CARES Act allocation of ESG to address COVID-19

### Matching Requirements

The Cares Act allocations of ESG-CV funds do not require a local matching funds contribution.

---

Note: Information on this page will be used to update the 2015-2019 Consolidated Plan “SP-35 Anticipated Resources” section, adding the second round ESG-CV allocation of \$2,927,391 to the first round allocation of \$558,059 for a total of \$3,485,450 as shown in Table 1.

# AP-20 Goals and Objectives

## Goals Summary Information

**Table 2 – Goals and Objectives**

Goal Name	Time Period	Category	Needs Addressed	Funding	Goal Outcome Indicator
<b>Goal 1 ESG-CV Emergency Assistance</b>	June 24, 2020 to June 23, 2022	Homelessness Prevention  Rapid Re- Housing	Urgent Need for assistance to address COVID-19	ESG-CV: \$3,485,450	Homelessness Prevention: 450 Persons Assisted  Rapid Re-Housing: 95 Households Assisted
<p><b>Description:</b> Subject to the CARES Act and emerging policy from HUD, including program regulations and waivers, ESG-CV funds will be used to provide vital assistance designed to prevent, prepare for, and respond to the COVID-19 pandemic. This includes activities administered by the City of Irvine and its nonprofit partners to address the housing needs of Irvine residents including but not limited to eligible ESG-CV activities such as homelessness prevention, rapid re-housing, and housing relocation and stabilization services.</p>					

Note: Information from this page was used to update the 2015-2019 Consolidated Plan “SP-45 Strategic Plan Goals” section.

## AP-35 Projects and activities

The City of Irvine will invest ESG-CV funds for the project shown in Table 3 below.

**Table 3 – ESG-CV Project and Activities**

1	<b>Project Name</b>	ESG-CV Emergency Assistance																																														
	<b>Target Area</b>	Citywide																																														
	<b>Goals Supported</b>	ESG-CV Emergency Assistance																																														
	<b>Needs Addressed</b>	Homelessness Prevention and Rapid Re-Housing																																														
	<b>Funding</b>	ESG-CV: \$3,485,450																																														
	<b>Description</b>	Subject to the CARES Act and emerging policy from HUD, including program regulations and waivers, ESG-CV funds will be used to provide rental assistance and utility assistance designed to prevent, prepare for, and respond to the COVID-19 pandemic. These activities include housing relocation and stabilization services and short- and/or medium-term rental assistance. Costs for homelessness prevention are eligible if the assistance is necessary to help the Irvine residents regain stability in their current permanent housing or move into other permanent housing to achieve stability in that housing. Eligible housing relocation and stabilization costs include utility payments, housing stability case management, mediation, legal services, and other costs specified in the regulations.																																														
	<b>Target Date</b>	6/23/2022																																														
	<b>Estimate the number of families to benefit</b>	Approximately 450 people will be assisted with homelessness prevention and approximately 95 households will be assisted with rapid re-housing assistance.																																														
	<b>Location</b>	Citywide																																														
	<b>Planned Activities</b>	<p>Planned activities include those allocated in the first round of ESG-CV funding (<i>italics</i>) and those included in this substantial amendment.</p> <p><b>Homelessness Prevention Activities</b></p> <table> <tr> <td>Affordable Housing Clearinghouse</td> <td>\$5,378</td> <td>(5 people)</td> </tr> <tr> <td><i>Families Forward (ESG-CV1)</i></td> <td>\$251,127</td> <td>(50 people)</td> </tr> <tr> <td>Families Forward (ESG-CV2)</td> <td>\$347,152</td> <td>(50 people)</td> </tr> <tr> <td>Interval House</td> <td>\$151,265</td> <td>(40 people)</td> </tr> <tr> <td>Mercy House</td> <td>\$112,894</td> <td>(34 people)</td> </tr> <tr> <td>OCAPICA</td> <td>\$375,000</td> <td>(30 people)</td> </tr> <tr> <td>Project Self-Sufficiency</td> <td>\$84,023</td> <td>(65 people)</td> </tr> <tr> <td><i>South County Outreach (ESG-CV1)</i></td> <td>\$251,127</td> <td>(50 people)</td> </tr> <tr> <td>South County Outreach (ESG-CV2)</td> <td>\$572,217</td> <td>(126 people)</td> </tr> </table> <p><b>Rapid Re-Housing Activities</b></p> <table> <tr> <td>Families Forward</td> <td>\$294,703</td> <td>(30 households)</td> </tr> <tr> <td>OCAPICA</td> <td>\$125,000</td> <td>(20 households)</td> </tr> <tr> <td>South County Outreach</td> <td>\$257,157</td> <td>(25 households)</td> </tr> <tr> <td>StandUp for Kids</td> <td>\$257,188</td> <td>(20 households)</td> </tr> </table> <p><b>Data Collection &amp; Administration</b></p> <table> <tr> <td>2-1-1 OC HMIS</td> <td>\$52,675</td> <td></td> </tr> <tr> <td>City of Irvine Administration and Monitoring</td> <td>\$348,544</td> <td></td> </tr> </table>		Affordable Housing Clearinghouse	\$5,378	(5 people)	<i>Families Forward (ESG-CV1)</i>	\$251,127	(50 people)	Families Forward (ESG-CV2)	\$347,152	(50 people)	Interval House	\$151,265	(40 people)	Mercy House	\$112,894	(34 people)	OCAPICA	\$375,000	(30 people)	Project Self-Sufficiency	\$84,023	(65 people)	<i>South County Outreach (ESG-CV1)</i>	\$251,127	(50 people)	South County Outreach (ESG-CV2)	\$572,217	(126 people)	Families Forward	\$294,703	(30 households)	OCAPICA	\$125,000	(20 households)	South County Outreach	\$257,157	(25 households)	StandUp for Kids	\$257,188	(20 households)	2-1-1 OC HMIS	\$52,675		City of Irvine Administration and Monitoring	\$348,544	
	Affordable Housing Clearinghouse	\$5,378	(5 people)																																													
<i>Families Forward (ESG-CV1)</i>	\$251,127	(50 people)																																														
Families Forward (ESG-CV2)	\$347,152	(50 people)																																														
Interval House	\$151,265	(40 people)																																														
Mercy House	\$112,894	(34 people)																																														
OCAPICA	\$375,000	(30 people)																																														
Project Self-Sufficiency	\$84,023	(65 people)																																														
<i>South County Outreach (ESG-CV1)</i>	\$251,127	(50 people)																																														
South County Outreach (ESG-CV2)	\$572,217	(126 people)																																														
Families Forward	\$294,703	(30 households)																																														
OCAPICA	\$125,000	(20 households)																																														
South County Outreach	\$257,157	(25 households)																																														
StandUp for Kids	\$257,188	(20 households)																																														
2-1-1 OC HMIS	\$52,675																																															
City of Irvine Administration and Monitoring	\$348,544																																															

# AP-90 Program Specific Requirements

## Emergency Solutions Grant (ESG)

### Reference 91.220 (I) (4)

**1. Include written standards for providing ESG-CV assistance (may include as attachment)**

City of Irvine ESG-CV funds will be used for rapid re-housing and homelessness prevention. To the extent required by HUD and consistent with ESG-CV program requirements and waivers issued by HUD, the City and its subrecipients will follow the ESG Written Standards adopted by the CoC Board, Commission to End Homelessness Board, and other Orange County ESG recipients including the Cities of Anaheim, Garden Grove and Santa Ana. The Written Standards for Providing ESG Assistance are included in Appendix C.

**2. If the Continuum of Care (CoC) has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.**

Provisions in the CoC Program interim rule at 24 CFR 578.7(a)(8) require that CoCs establish a Centralized or Coordinated Assessment System (CES). HUD uses the terms “coordinated entry” and “coordinated entry process” instead of centralized or coordinated assessment system to help avoid the implication that CoCs must centralize the assessment process, and to emphasize that the process is easy for people to access, that it identifies and assesses their needs, and makes prioritization decisions based upon needs. HUD’s primary goals for coordinated entry processes are that assistance is allocated as effectively as possible and that assistance is easily accessible without regard to how or where residents gain access. Most communities lack the resources needed to address all the needs of people experiencing homelessness.

211OC facilitates the Orange County CES in partnership with Housing and Community Development/Homeless Prevention and the Continuum of Care. CES creates a single point of entry, follows a standardized entry protocol and prioritization for placement policy (Prioritization for Permanent Supportive Housing Opportunities Policy, #CE-CA602-15-001 approved by the Commission to End Homelessness, July 31, 2015) and utilizes a single, standardized assessment tool to screen applicants for available programs throughout Orange County. Individuals and families who need help may dial 2-1-1 or fill out a client form available online at: <https://www.families-forward.org/services/>.

**3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).**

The City will solicit applications for ESG funds from qualified nonprofit subrecipients with experience implementing street outreach, rapid re-housing, and homelessness prevention programs. Subrecipient(s) will be required to participate in the Orange County Homeless Provider Network and HMIS in compliance with CoC standards.

**4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.**

The City of Irvine consulted with homeless or formerly homeless individuals as well as homeless service providers in the development of policies and funding strategies for the investment of ESG funds in facilities, services, or other assistance programs eligible pursuant to HUD regulations. A focus group meeting consisting of one formerly homeless resident and four homeless service providers was convened on Tuesday, June 4, 2019 to discuss these topics. The focus group participants agreed that homelessness prevention services was the highest priority need for the City of Irvine's ESG allocation. Subsequent consultation with the Community Services Commission revealed additional support for rapid re-housing activities, which are now part of Irvine's ESG program beginning with the 2020-2021 Program Year.

**5. Describe performance standards for evaluating ESG.**

The City's performance standards for the homelessness prevention component of ESG funds to be used during the 2020-2021 Program Year include:

- Verifying that each individual and/or household to receive assistance is at-risk of homelessness;
- Providing rental assistance to prevent homelessness for Irvine residents; and
- Taking steps to ensure that those individuals and/or households receiving ESG homelessness prevention assistance have the best opportunity to remain stably housed for a period of at least 12 months subsequent to receiving assistance.

Subrecipients will be required to document both the performance measure



(unduplicated people) and the outcome (number of people who remain stably housed 12 months subsequent to assistance). These performance standards will be incorporated into the City's Subrecipient Agreement, and to the extent possible, will be tracked and measured in HMIS.

The City's performance standards for the rapid re-housing component of ESG funds to be used during the 2020-2021 Program Year include:

- Verifying that each individual and/or household to receive assistance is homeless;
- Providing security deposit assistance and rental assistance to ensure that formerly homeless residents are housed affordably; and
- Taking steps to ensure that those individuals and/or households receiving ESG rapid re-housing assistance have the best opportunity to remain stably housed for a period of at least 12 months subsequent to receiving assistance.

Using the HUD Community Planning and Development Monitoring Handbook, the Neighborhood Services Division will monitor each program's performance to ensure that each subrecipient is on track and that ESG funds are used for eligible activities and eligible expenses that are appropriately documented. On a quarterly basis, reimbursement requests will be reviewed to ensure program compliance. On-site monitoring will be performed by the City's ESG consultant as needed but not less frequently than once every two years.



## APPENDIX A CITIZEN PARTICIPATION

## Summary of Public Comments

### **Public Hearing**

During the November 10, 2020 public hearing, Kevin Trussell addressed the City Council in support of the funding recommendations in this Action Plan Amendment that were agreed to unanimously by the Community Services Commission.

### **Public Review and Comment Period**

No written comments were received during the public review and comment period.



## NOTICE OF PUBLIC HEARING

### City Council Meeting

### November 10, 2020

**Program Description:** The United States Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the President signed it on March 27, 2020 authorizing \$2.2 trillion in a variety of stimulus measures to prevent, prepare for, and respond to the COVID-19 pandemic. Included in that legislation are \$2 billion for Community Development Block Grant (CDBG-CV) entitlement communities and \$2 billion for Emergency Solutions Grant (ESG-CV) entitlement communities. As an entitlement community, the City of Irvine will receive a second round allocation of \$2,927,391 in ESG-CV funds (referred to as ESG-CV2). In addition, \$178,960 is now available from the initial first round of CDBG-CV funding that the City Council approved on April 28, 2020. Pursuant to the United States Department of Housing and Urban Development (HUD) regulations, the City of Irvine has prepared draft Third Amendments to the Consolidated Plan for the 2015-19 Program Years and the Action Plan for the 2019-20 Program Year for the purpose of adding the ESG-CV2 funding and reallocating a portion of the CDBG-CV funding.

The Consolidated Plan is a five-year strategy for the investment of HUD formula grant funds in the City of Irvine. The Action Plan is the City's annual application to HUD for Community Development Block Grant, HOME Investment Partnerships, and Emergency Solutions Grant funds. The draft Third Amendment to the Consolidated Plan adds ESG-CV2 funds and reallocates CDBG-CV funds and modifies performance measures to the existing *2015-2019 Consolidated Plan*. The draft Third Amendment to the *2019-2020 Action Plan* adds projects and programs for the use of ESG-CV2 funds and reallocated CDBG-CV funds.

**Citizen Involvement:** Do you have any comments? Questions? Concerns? You are invited to observe and participate, via e-Comment, in the public hearing to be held by the City of Irvine on **Tuesday, November 10, 2020, at 4 p.m. or soon thereafter** in the Irvine City Council Chamber at City Hall, One Civic Center Plaza, Irvine.

**AS A RESULT OF THE COVID-19 VIRUS, THE PUBLIC IS NOT PERMITTED TO PHYSICALLY ATTEND THE PUBLIC HEARING. YOU MAY SUBMIT COMMENTS IN WRITING VIA MAIL TO "ATTN: COMMUNITY DEVELOPMENT DEPARTMENT – NEIGHBORHOOD SERVICES," ONE CIVIC CENTER PLAZA, IRVINE, CA 92606; BY EMAIL TO [CLERK@CITYOFIRVINE.ORG](mailto:CLERK@CITYOFIRVINE.ORG), OR THROUGH E-COMMENT AT [CITYOFIRVINE.ORG/ICTV](http://CITYOFIRVINE.ORG/ICTV). E-COMMENTS WILL BE READ INTO THE RECORD AT THE TIME DETERMINED BY THE MAYOR.**

**PLEASE NOTE: THE CITY COUNCIL IS MAKING EVERY EFFORT TO FOLLOW THE SPIRIT AND INTENT OF THE BROWN ACT AND OTHER APPLICABLE LAWS REGULATING THE CONDUCT OF PUBLIC MEETINGS, IN ORDER TO MAXIMIZE TRANSPARENCY AND PUBLIC ACCESS. IT WOULD BE APPRECIATED IF COMMUNICATIONS OF PUBLIC COMMENTS RELATED TO ITEMS ON THE AGENDA, OR ITEMS NOT ON THE AGENDA, ARE PROVIDED PRIOR TO THE COMMENCEMENT OF THE MEETING. IF THAT IS NOT POSSIBLE, EVERY EFFORT WILL BE MADE TO ATTEMPT TO REVIEW E-COMMENTS DURING THE COURSE OF THE MEETING. TOWARDS THIS END, THE MAYOR WILL ENDEAVOR TO TAKE A BRIEF PAUSE BEFORE ACTION IS TAKEN ON ANY AGENDA ITEM TO ALLOW THE CITY CLERK TO REVIEW E-COMMENTS, AND SHARE ANY E-COMMENTS RECEIVED DURING THE MEETING.**

The City Council is the final decision-making body for these items. If you challenge the City Council's action on this item in court, you may be limited to raising only those issues which you or someone else raised at this public hearing or in written correspondence received by the City at, or prior to, the public hearing.

## Information

Copies of the staff report and other project information will be available for review by Thursday, October 29, 2020, with the City Clerk, One Civic Center Plaza, Irvine (City Hall) or online at [www.cityofirvine.org](http://www.cityofirvine.org).

The City of Irvine encourages citizen participation in the ESG-CV2 and CDBG-CV program grant management process. Written comments can be forwarded to the Community Development Department – Neighborhood Services Division as noted above. Additionally, a copy of the original *2015-2019 Consolidated Plan* and the *2019-2020 Action Plan*, along with the proposed Third Amendments, are available for public review and comment from October 30, 2020 to November 10, 2020 online at [www.cityofirvine.org/cdbg](http://www.cityofirvine.org/cdbg).

## ADA Compliance:

It is the intention of the City of Irvine to comply with the Americans with Disabilities Act in all respects. If, as a participant and observer at this meeting, you will need special assistance beyond what is normally provided, the City of Irvine will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's office at 949-724-6205. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35. 102-35. 104 ADA Title II)

Language Access Pursuant to Executive Order 13166

한국어로 된 서류 안내 및 번역에 대해 더 많은 정보가 필요한 경우, 949-724-6205 의 City Clerk (으)로 문의해 주시기 바랍니다.

Nếu bạn cần biết thêm bất kỳ thông tin nào liên quan đến thông báo này hoặc tài liệu dịch thuật tiếng Việt, vui lòng liên hệ Kim Radding tại 949-724-7444.

如果您需要进一步了解关于此通知或这些文件的中文译本方面的信息，请联系 City Clerk 的 949-724-6205.

Si necesita más información sobre este aviso o la traducción de documentos en español, comuníquese con City Clerk al 949-724-6205.

از طریق City Clerk ر صورت نیاز به اطلاعات بیشتر در رابطه به این اعلامیه و یا ترجمه اسناد به فارسی، لطفا با 724-949-6205-راه ارتباطی شوید.

この通知または日本語での文書の翻訳に関する詳細情報が必要な場合は、949-724-6205 に City Clerk に連絡してください。

إذا كنت ترغب في الحصول على أي معلومات إضافية تتعلق بهذا الإشعار أو بترجمة المستندات باللغة العربية، فيرجى City Clerk على 949-724-6205 الاتصال بـ

## CITY CONTACT:

For more information, contact Charles Kovac, Housing Administrator, by email at [ckovac@cityofirvine.org](mailto:ckovac@cityofirvine.org)

## PUBLISHED:

**October 22, 2020 (Irvine World News)**

CITY OF IRVINE

By:           /s/ Molly M. Perry            
Molly M. Perry, MPA, CMC  
City Clerk

Published: *Irvine World News* – October 22, 2020



## APPENDIX B

# ESG Written Standards

## Written Standards for Providing ESG Assistance

***Note: The City of Irvine requires use of the written Standards for Providing ESG Assistance developed by the County of Orange and the ESG Orange County Collaborative included on the following pages.***

## **Emergency Solutions Grant (ESG) Written Standards**

### **Reference 24 CFR 576.400 and 91.220**

The County of Orange, through the Orange County Community Services (OCCS), is responsible for coordinating and implementing the ESG Orange County Collaborative. The Emergency Solution Grant (ESG) regulations, the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, and the Continuum of Care (CoC) Program Interim Rules state that the CoC, in consultation with recipients of ESG program funds within the geographic area, must:

- 1) Establish and consistently follow written standards for providing CoC assistance;
- 2) Establish performance targets appropriate for population and program type; and
- 3) Monitor recipient and sub-recipient performance.

Pursuant to the Code of Federal Regulations 24 CFR part 578, OCCS in coordination with the ESG jurisdictions and the CoC has developed the following written standards. These standards will apply to all projects and activities that receive County ESG funding. These are intended as basic minimum standards to which subrecipients can make additions and/or enforce more stringent standards applicable to their own projects. In addition, all projects must comply with the funding process under which the project was originally awarded and the HEARTH Act. All programs that receive ESG funding are required to abide by these written standards.

#### **Overview of HEARTH Act**

- Approved on May 20, 2009 and amended the McKinney Vento Homeless Assistance Act.
- Amendments allow for increased flexibility in who may be served and what activities may be carried out.
- Consolidates three separate homeless assistance programs administered by the United States Department of Housing and Urban Development (HUD) under the McKinney Vento Homeless Assistance Act into a single grant program and creates the ESG Program and the Rural Housing Stability Assistance Program (RHSP).
- Change of focus from homeless shelter to homelessness prevention.



## **ESG and CoC Coordination & Collaboration**

In Collaboration with other ESG service providers, these written standards have been developed by ESG grantees within Orange County, including OCCS, the City of Anaheim, City of Garden Grove, City of Santa Ana and CoC. This collaboration allows for input on the standards and implementation process developed by organizations that directly provide homeless and housing services, Rapid Re-housing (R/R), and Homelessness Prevention (HP). The ESG Written Standards have been adopted/approved by the CoC Board, Commission to End Homelessness Board, and City ESG recipients. These written standards will be reviewed and revised at least annually, or as needed, to continue to build upon and refine this document.

## **Housing First Model**

HUD encourages all ESG grantees and subrecipients, as well as the CoC, to implement a “housing first” approach when providing assistance. The housing first approach prioritizes rapid placement and stabilization in permanent housing; it does not have service participation requirements or preconditions (such as sobriety or a minimum income threshold).

Transitional housing and supportive services only projects may also be considered to utilize the housing first approach, if they operate with low-barriers, work to quickly move people into permanent housing, do not require participation in supportive services, and not require any preconditions for moving into transitional housing.

## **Universal Assessment**

All individuals will be first be assessed using a Pre-Screening Tool, The Pre-Screening Tool serves as a triage tool to determine if the individual or family may be diverted, need prevention assistance, or need be to further assessed to determine what is the best housing intervention for them, if the individual is determined to need further assessed a comprehensive, universal assessment tool called the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) version 2 for Individuals and Families is utilized. This tool guarantees that an individual or family’s level of need and eligibility determination are made in an informed, reasonable, and objective manner.

## **Homeless Management Information System**

All subrecipients are required to participate in the Homeless Management information System (HMIS) per the ESG and CoC Interim Rule (24 CFR 576 and 578). HMIS provides an opportunity to document homelessness and helps to ensure coordination between service providers while avoiding duplication of services and client data.

### **Reporting – Coordinated Entry System**

- The HEARTH Act makes HMIS participation a statutory requirement for ESG recipients and sub-recipients. The subrecipients work with the Continuum of Care to ensure the screening, assessment, and referral of program participants are consistent with the written standards.
- The subrecipient will ensure that data on all persons served and all activities assisted under ESG are entered into a community-wide HMIS in the area in which those persons and activities are located.
- Victim service providers cannot, and Legal Services Organizations may choose to not participate in HMIS. Providers that do not participate in HMIS must use a comparable database that produces unduplicated, aggregate reports instead.
- Eligible Cost include, but not limited to the following:
  - Hardware, Equipment and Software Costs
  - Staffing: Paying salaries for operating HMIS
  - Training and Overhead – Technical support, leasing space, and utilities for space used by HMIS staff

### **Comparable Database for Victim Services**

If the sub-recipient is a victim services or a legal services provider that use a comparable database, it may use ESG funds to establish and operate a comparable database that collects client level data over time and generates unduplicated aggregate reports based on the data. Information entered into a comparable database must be provided to the HMIS Lead, upon request.

## **Data Sharing Requirement**

Data sharing is a multi-directional sharing relationship between multiple organizations. In order to systematically share data, the participating agencies must jointly establish a data sharing network formalized by the execution of guidelines, with the understanding they agree to future updates to the guidelines made by the HMIS Lead.

## **ESG Agreements**

The ESG recipient enters into an agreement with ESG subrecipients. In general, these subrecipient agreements define:

- Key program components or activities (Including benchmarks for success);
- Level of ESG funding;
- Anticipated source and amount of matching funds (24 CFR 576.201) contributed by the subrecipient;
- Applicable laws and regulations; and
- Documentation or reporting requirements.

## **Expenditure Limits**

Funds used for street outreach and emergency shelter activities will be limited to the greater of 60 percent of the jurisdiction's total current fiscal year (FY) grant for ESG; or the amount of FY 2010 ESG grant funds that were committed to street outreach and emergency shelter.

## **Matching Funds Requirements**

- The subrecipient must make matching contributions to supplement the recipient's ESG program in an amount that equals the amount of ESG funds provided by HUD.
- Matching contributions may be obtained from any eligible source, including any federal source other than the ESG program, as well as state, local, and private sources. Additional requirements apply to matching contributions from a Federal source of funds.
- Matching contributions must be provided after the date that HUD signs the grant agreement.

## **Uniform Administrative Requirements**

The use of ESG funding is subject to the applicable requirements of 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The purpose of 2 CFR Part 200 is to streamline the Federal Government's guidance on administrative requirements to more effectively focus Federal resources on improving performance and outcomes, while ensuring the financial integrity of the Federal programs in partnership with non-federal stakeholders (e.g., grantees and sub-recipients), 2 CFR Part 200 supersedes, consolidates, and streamlines requirements from eight (8) OMB Circulars: A-21, A-87, A-89, A-102, A-110, A-122, A-133, and A-50. Subrecipients are required to maintain an acceptable general accounting system. A Subrecipient's general accounting system must include:

- Independent Single Audit (OMB 2 CFR Part 200.514) All ESG sub-recipients that expend more than \$750,000 of Federal funds (include all Federal sources) in a single year must have a single audit conducted. Copies of the Single Audit must be sent to the County as well as HUD.
- All records must be maintained for a minimum of four (4) years.

## **Financial Management**

Grantees and subrecipients in the ESG program must ensure compliance with regulations and requirements pertaining to the following key areas of financial management outlined in Financial Management Systems (24CFR 85.20 and 24CFR 84.20-28) for the following areas:

- Usage of funds
- Internal controls
- Cash management
- Procurement Property
- Audits
- Required funding match
- Budget controls
- Accounting controls
- Asset controls

## **Documentation of Homelessness**

ESG sub-recipients are required to maintain adequate documentation of homelessness status to determine eligibility of persons served by the ESG program.

- A copy of this documentation must be maintained by the subrecipient in the client's or participant's file. Documentation includes 3-day notice to pay or quit, public agency written verification of homelessness, or self-certification of homelessness are examples of required proof to require and maintain in client file.

## **Qualifications of Homelessness**

A person is considered homeless only when he/she resides in one of the following places:

- In places not meant for human habitation such as a car, park, sidewalk, an abandon building, or on the street;
- In an emergency shelter;
- In transitional or supportive housing for homeless persons who originally came from the streets or emergency shelter; or
- In any of the above but is spending a short time (up to 30 consecutive days) in a hospital or other institution.

## **Monitoring and Site Visits**

Monitoring can take a number of forms and can include review of progress reports, telephone consultation, and performance on-site assessments. The three basic goals for oversight and monitoring of the progress and performance of ESG grantees/recipients include:

- Ensure that ESG funds are used effectively to assist homeless individuals and families and that the basic ESG program goals are met;
- Ensure compliance with ESG regulations and program requirements in the usage of funds and in carrying out program activities; and
- Ensure and develop the management capacity of grantees or recipients.

## **Participation of Homeless Persons in Policymaking and Operations**

Pursuant to 24 CFR 576.405, recipients of ESG funds must provide for the participation of not less than one homeless or formerly homeless persons in a policy-making function within the subrecipient's organization. If the recipient is unable to meet this requirement, they must instead develop and implement a plan to consult with homeless or formerly homeless persons in a policy-making function regarding any facilities, services, or other assistance that received funding under ESG. All subrecipients of ESG funds are required to involve or encourage involvement of participants in the operation or an ESG funded program or facility.

## **Termination of Assistance 24 CFR 576-402**

Assistance provided through ESG-funded activities to program participants that violate program requirements may be terminated. Written procedures must describe the specific program requirements and the termination, grievance, or appeal processes, this should include the procedures for a participant to request a hearing regarding the termination of their assistance. The federal regulation at 24 CFR 576.402 describes the termination provisions:

- a) If a program participant violates program requirements, the recipient or subrecipient may terminate the assistance in accordance with a formal process established by the recipient or subrecipient that recognizes the rights of individuals affected. The recipient or subrecipient must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination so that a program participant's assistance is terminated only in the most severe cases.
- b) Program participants receiving rental assistance or housing relocation and stabilization services. To terminate rental assistance or housing relocation and stabilization services to a program participant, the required formal process, at a minimum, must consist of:
  - 1) Written notice to the program participant containing a clear statement of the reason(s) for termination;
  - 2) A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other

- than the person (or a subordinate of that person) who made or approved the termination decision; and
- 3) Prompt written notice of the final decision to the program participant.

c) Ability to provide further assistance. Termination under this section does not bar the recipient or subrecipient from providing further assistance at a later date to the same family or individual.

**Reimbursement Responsibilities**

Subrecipients will be responsible to submit reimbursement request, on a monthly basis, for eligible and reasonable expenditures. The following may be included in the reimbursement request. Specific items may vary from jurisdiction to jurisdiction and will be detailed in contracts:

- Request cover page and summary page
- Cancelled checks, bank statements, electronic payment receipts, etc.
- Invoice, bill, contract, lease, etc. (late charges are not eligible)
- HMIS reporting

Final reimbursement request must be submitted no later than the date specified in the ESG subrecipient agreement.

**Five ESG Program Components**

The table below compares the two types of eligible ESG clients and which of the five ESG funding components each client group may receive:

<b>Component</b>	<b>Those who are Homeless</b>	<b>Those who are at risk of Homelessness</b>
1. Street Outreach	X	
2. Emergency Shelter	X	
3. Homelessness Prevention		X
4. Rapid Re-housing	X	
5. Homeless management Information System (HMIS)	X	X

## Standards for Programs Components

### 1. Street Outreach

Eligible Participants: “Unsheltered” Individuals and families, meaning those who qualify under paragraph (1) (i) of the definition of “homeless.”

Eligible Activities: Essential services to eligible participants provided on the street or in parks, abandoned buildings, bus station, campgrounds, and in other such settings where unsheltered persons are staying. Staff salaries related to carrying out street outreach activities is also eligible.

Eligible Cost:

Standards for targeting and providing essential services related to Street Outreach include:

- Engagement  
Activities to locate, identify, and build relationships with unsheltered homeless people for the purpose of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs.
- Case Management  
Assessing housing needs and arranging/coordinating/monitoring the delivery of individualized services.
- Emergency Health Services  
Outpatient treatment for urgent medical conditions provided by licensed medical professionals in community-based settings (e.g., streets, parks, and campgrounds) to eligible participants unwilling or unable to access emergency shelter or health care facility.
- Emergency Mental Health Services  
Outpatient treatment for urgent mental health conditions provided by licensed professionals in community-based settings (e.g., streets, parks, and campgrounds).
- Transportation  
Travel by outreach workers, social workers, medical professionals or other service providers during the provision of eligible street outreach services.
- Services to Special Populations  
Address the special needs of homeless youth, victims of domestic violence and related crimes/threats, and/or people living with HIV/AIDS who are literally homeless.



## 2. Emergency Shelter

Eligible Participants:

Eligible Participants are individuals and families who are homeless.

Eligible Activities:

ESG funds may be used to provide essential services to persons in emergency shelters, major renovation of an emergency shelter, or conversion of a building into an emergency shelter, and shelter operating costs, Staff costs related to carrying out emergency shelter activities is also eligible.

Eligible Costs:

Overview of eligible costs include:

### A. Essential Services

Eligible costs to provide essential services to individuals and families who are in an emergency shelter are as follows:

- Case Management
- Life Skills Training
- Child Care
- Education Services
- Employment Assistance and Job Training
- Outpatient Health Services
- Legal Services
- Mental Health Services
- Substance Abuse Treatment Services
- Transportation
- Services for Special Populations

**Note:** Emergency Shelter agencies must include in their policies and procedures the process of admission, diversion, referral and discharge including standards regarding length of stay and safeguards to meet the safety and shelter needs of special populations and individuals, and Families who have the highest barriers to housing and are likely to be homeless the longest.

### B. Renovation and Conversion

Eligible costs include labor, materials, tools, and other costs for renovations. When ESG funds are used for renovations, other than major rehabilitation

or conversion, the minimum period of use to be maintained as a shelter for homeless individuals and families is three (3) years. If the rehabilitation costs of an emergency shelter exceeds 75 percent of the value of the building before rehabilitation (major rehabilitation) or if the costs to convert a building into an emergency shelter exceeds 75 percent of the value of the building after the conversion, then the minimum period of use in ten (10) years, including soft costs, or conversion of a building to be used as an emergency shelter. The maximum funding allowed is **\$5,000**.

#### C. Shelter Operations

Eligible costs are the costs of maintenance necessary for the operation of an emergency shelter, in the case when no appropriate emergency shelter is available for a homeless family or individual, a hotel or motel voucher will also be considered eligible cost. Additional eligible shelter operation costs include the following:

- Maintenance (including minor and/or routine repairs)
- Food
- Insurance
- Rent
- Furnishings
- Security
- Supplies necessary for the operation of the emergency shelter
- Fuel
- Utilities
- Equipment

### **3. Homelessness Prevention**

Eligible Participants:

The purpose of Homelessness Prevention is to prevent persons from becoming homeless in a shelter or an unsheltered situation. Funding may also be used to help such persons regain stability in their current housing or other permanent housing. Eligibility for services applies to individuals and families who are at imminent risk, or at risk, of homelessness, meaning those who qualify under paragraph (2) and (3) of the homeless definition or those who qualify as at risk of homelessness. Individuals and families must have an income at, or below, 30% of median family income for the area (AMI).

Eligible Activities:

Eligible activities include the following:

- Housing Relocation and Stabilization Services
- Short- and Medium-Term Rental Assistance

#### **4. Rapid Rehousing**

Eligible Participants:

The purpose of Rapid Re-housing is to serve participants who meet the criteria under paragraph (1) of the “homeless” definition in 24 CFR Part 576.2 or who meet the criteria under paragraph (4) of the “homeless” definition and live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition.

Subrecipients must maintain standards to help homeless persons living on the streets or in an emergency shelter transition as quickly as possible into permanent housing, and then, to help such persons achieve stability in that housing.

Eligible participants are individuals and families that are literally homeless currently living in an emergency shelter or place not meant for human habitation.

Eligible Activities:

Eligible activities include the following services:

- Housing Relocation and Stabilization Services
- Short and Medium-Term Rental Assistance

## Housing Relocation and Stabilization Services

The following guidelines apply to both Rapid-Rehousing and Homelessness prevention.

FINANCIAL ASSISTANCE	SUPPORTIVE SERVICES
Moving costs	Housing search & placement
Rent application fees	Housing stability Case Management
Last month's rent	Mediation
Utility payments-up to 24 months of payments per program participant (including up to 6 months arrears per service)	Credit repair
Security deposit-equal to no more than 2 month's rent	Legal Services
Standard utility deposits	

**Short-and Medium-Term Rental Assistance:** Rapid Re-housing/Homelessness Prevention

TYPES OF RENTAL ASSISTANCE	LENGTH OF ASSISTANCE
Short Term Rental Assistance	Up to 3 months
Medium Term Rental Assistance	4 to 24 months
Payment of Rental Arrears	One-time payment for up to 6 months of arrears including late fees

Lease Requirements 24 CFR 576.107 (5)

In compliance with HUD requirements, EDA clarifies that to be in permanent housing, the program participant must be the tenant on a lease for a term of at least one year that is renewable and can only be terminated for cause. The lease must be renewable for terms that are a minimum of one month long. HUD has determined that requiring a lease for a term of at least one year that is renewable and terminable only for cause can assist program participants in obtaining stability in housing, even when the rental assistance is temporary.

## **Performance Standards**

Based on standards and goals of the local Continuum of Care, the Orange County ESG Collaborative is proposing the following performance standards for the Emergency Solutions Grant:

### Performance Measures for Homelessness Prevention

- a. A reduction in the number of homeless individuals and families seeking emergency shelter services.
- b. Expected Outcome: At least 35% of participants assisted will remain in permanent housing six (6) months after the last assistance was provided under ESG.

### Performance Measures for Homeless Rapid Re-Housing

- a. A reduction in the reoccurrence of homelessness for individuals and families who exit the shelter system.
- b. Expected Outcome: At least 35% of participants assisted will remain in permanent housing six (6) months after the last assistance provided under ESG.

## **Evaluation of Eligibility**

Standard Policies and Procedures for evaluating individuals' and families' eligibility for assistance under Emergency Solutions Grant (ESG)

Building on Established Homeless Prevention or Rapid-Re-housing (HPRP) Policies and Procedures

The policies and procedures were originally established based on the provisions of HPRP assistance. The policies and procedures have been modified based upon the checklist of required elements set forth in 24 CFR 576.400 (e)(1) and (e)(3), (91.220 (l)(4)(vi)) and in collaboration with CoC standards will be adopted.

Centralized Pre-Screening and Assessment Available at Multiple Locations

The County of Orange Continuum of Care (CoC) through their Coordinated Entry System (CES) establishes the list of prioritized individuals and available units. Participating agencies are responsible for engaging homeless individuals and families through the use of outreach/in-reach and a standardized vulnerability assessment and intake process that provides referrals to the CES. CES places priority on those who are at highest risk with the most appropriate intervention rather than a “first come, first served” approach.

Individuals and families applying for ESG assistance must complete the Pre-Screening Tool as described in the Universal Assessment section. The Pre-Screening Tool may be completed via phone, online, or at established locations, including emergency shelter locations. Dependent on the results of the Pre-Screening Tool and VI-SPDAT, individuals and families will be scheduled an appointment with a case manager for to do an initial consultation and begin eligibility determination.

#### Basic Eligibility Requirements

- Initial Consultation & Eligibility Determination: The applicant(s) must receive at least an initial consultation and eligibility assessment with a case manager or other authorized representative who can determine eligibility and appropriate type of assistance.
- ESG clients must meet one of the following definitions of homelessness:
  1. Literally homeless
  2. At imminent risk of homelessness
  3. Homeless under Federal Statutes
  4. Fleeing/attempting to flee domestic violence
- Income: The household’s total annual income must be below 30 percent of the median family income for the area (AMI)
- Housing Status: Case files must document the current housing status of the household at application. Housing status will be verified through third party verification whenever possible. Self-certification of housing status will be considered on a case by case basis.
- Orange County Residency: All households receiving HPRP assistance under ESG must be residents of Orange County at time of application.
- Unidentifiable financial resources and/or support networks. In order to receive ESG rental financial assistance, applicants must also demonstrate the following:
  1. No appropriate subsequent housing options have been identified;

2. The household lacks the financial resources to obtain immediate housing or remain in its existing housing; and
3. The household lacks support networks needed to obtain immediate housing or remain in its existing housing.

### **Policies and Procedures for Program Coordination**

Policies and Procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service housing providers.

The ESG program requires coordination among participating agencies. All ESG subrecipients in Orange County are experienced homeless providers with a demonstrated track record in fiscal management and the provision of housing and supportive services targeted to homeless households. Additionally, the project administration agreement with ESG subrecipients will require coordination among agencies receiving ESG funds to administer Emergency Shelter, essential services, Homelessness Prevention, Rapid Re-housing services, and related assistance, and access to mainstream services and housing providers for clients.

#### Participation in the Continuum of Care

ESG funded agencies have easy access to membership in the Continuum of Care. The Continuum of Care has member organizations including homeless service providers, veteran service representatives, churches, and government organizations. The Continuum of Care meets on a regular basis and shares information about services among participating agencies. For meeting information you may access the CoC Master Calendar at <http://ocpartnership.net/content/mastercalendar.html>.

#### Required Client Information and Referrals

To further facilitate collaboration and information sharing, ESG funded agencies will be required to provide the following information and referrals to ESG program participants:

- 2-1-1 hotline for social services
- Social security benefits
- Cal-Works and other income security programs provided by the Orange County Social Service Agency (SSA)

- Cal-Fresh, federally known as Supplemental Nutritional Assistance Program (SNAP)
- Low Income Energy Assistance Programs
- Affordable housing information
- Employment assistance and job training programs
- Health care and mental health services
- Services for victims of domestic violence
- Veteran Services
- Specialized services such as legal services and credit counseling

### **Policies and Procedures for Determining Assistance and Prioritization**

Policies and Procedures for determining and prioritizing which eligible families and individuals will receive Homelessness Prevention assistance and which eligible families and individuals that will receive Rapid Re-housing assistance.

Once it is determined that the household meets the basic eligibility guidelines noted above, the household will be assessed for the appropriate form(s), level, and duration of financial assistance. The results of this assessment will be formalized in a Housing/Financial Assistance Plan that is signed by both the applicant and the case manager.

### **Assistance through Homelessness Prevention**

Homelessness Prevention assistance will be targeted to households who are at risk of losing their present housing and becoming homeless. While there are many people who are housed and have a great need for rental assistance, not everyone will become homeless without assistance. A risk assessment will be used to assess the household's level of crisis and prioritize those who are at greatest risk of becoming homeless. The assessment tool will include vulnerability criteria including but not limited to; income, housing history, food security, childcare, health care, life skills, and other special needs. Due to the limited amount of funding, assistance will be provided on a first come, first served basis, if the applicant meets the eligibility and risk assessment criteria.\*



## Assistance through Re-housing

Homeless Rapid Re-housing assistance is intended for individuals or families who meet the homeless definition described in Section 103, 42 USC 11302 of the McKinney Vento Act, as amended by the HEARTH Act. While there are many homeless individuals and families in Orange County at any given night, the Rapid Re-housing assistance will be prioritized for households who are residing in emergency shelters and on the streets. Due to the limited amount of funding, assistance will be provided on a first come, first served basis, if the applicant meets the eligibility and risk assessment criteria.\*

***\*Rapid Re-housing should prioritize people with more challenges, including those with no income, poor employment prospects, troubled rental histories, and criminal records. Providers should link participants with community resources that will help them achieve longer-term stability and well-being.***

## Determining Share of Rent and Utility Costs

Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving Homelessness Prevention or Rapid Re-housing assistance.

## Limitations on Assistance – Homelessness Prevention

Orange County's ESG rental assistance is intended to stabilize individuals and families who have recently endured difficult financial circumstances that have led them into homelessness or who are at imminent risk of becoming homeless. For Homelessness Prevention assistance, the rental assistance consists of short-term rental assistance (3 months); extended under certain circumstances to medium term rental assistance (for an additional 3 months). Client must be reassessed after every 90 days and case management on a monthly basis is required.

Not every individual or family in need of rental assistance is a candidate for ESG Homelessness Prevention or Rapid Re-housing assistance. ESG rental assistance is not a substitute for Section 8 rental assistance or a permanent rental subsidy, but rather a tool to help stabilize families or individuals who are at imminent risk of becoming homeless and lack any other resources to help them stabilize their

housing situation. Rental assistance cannot be provided to a program participant who is already receiving rental assistance or living in a housing unit receiving rental assistance or operating assistance through other Federal, State, or local sources (CFR 576.106).

As a general rule, an individual or household should pay approximately 30% of their income towards rent. This requirement may be waived on a case-by-case basis for extreme circumstances. The ESG assistance will consist of the remaining portion of the rent.

Program participants are required to be reassessed at regular monthly intervals to monitor progress and levels of self-sufficiency. If a program participant requires assistance beyond the three month mark, the ESG rental subsidy will be reduced and the client will be required to pay a larger portion of the rent, Homelessness Prevention assistance will be based on number in household, fair market rent rate, and income.

### **Limitations on Assistance – Rapid Re-housing**

Under Rapid Re-housing assistance, a client's share of rent should be based on the client's ability to pay during their path to housing stabilization. Clients receiving Rapid Re-housing assistance must be re-assessed, at a minimum every 90 days, and reviewed during monthly case management. The assistance should not exceed the Fair Market Rent amount based on client household, except for the first month of assistance if client requires assistance with other re-housing expenses such as rent deposits or utility deposits. Security deposit should not exceed two times the rent.

Standards for determining the share of rent and utilities costs that each program participant must pay, if any, will be based on the following guidelines:

- 100% of the cost of rent in rental assistance may be provided to program participants. However to maximize the number of household that can be served with Rapid Re-housing resources, it is expected that the level of need will be based on the goal of providing only what is necessary for each household to be stably housed for the long term.
- Rental assistance cannot be provided for a unit unless the rent for that unit is at or below the Fair Market Rent limit, established by HUD;

- The rent charged for a unit must be reasonable in relation to rents currently being charged for comparable units in the private unassisted market and must not be in excess of rents currently being charged by the owner for comparable unassisted units.

**Note:** Grant funds may be used for rental assistance for homeless individuals and families. Rental assistance cannot be provided to a program participant who is already receiving rental assistance, or living in a housing unit receiving rental assistance or operating assistance through other Federal, State, or local sources (CFR 576.106).

For additional guidance on Rapid Re-housing program limitations refer to the Rapid Re-housing Written Standards (Appendix A).

### **Limitations on Assistance – All Clients**

Due to the limited amount of funds available, the ESG assistance will not exceed Fair Market Rent per client per month in combined ESG assistance, including rent and utility payments.\* Generally, clients should be responsible for paying their own utility costs while receiving ESG rental assistance, unless they are experiencing acute financial hardship or are at risk of losing their housing due to utility shut off. Clients seeking help with utilities only may be eligible for ESG assistance if it can be documented that they will lose their housing and become literally homeless if utility assistance is not provided; however, the household still must meet other ESG eligibility requirements.

### **Determining Length and Ongoing Need for Rental Assistance**

Standards for determining how long a particular participant will be provided with rental assistance and whether the amount of that assistance will be adjusted over time.

ESG assistance consists of short term (up to 3 months), medium term (up to 6 months), and maximum term (up to 1 year) rental assistance to allow individuals or families who have recently encountered a financial crisis that has led them into homelessness or at imminent risk of homelessness, to gain housing stabilization. Since the program consists of temporary assistance aiming at rapid stabilization of households, clients are required to contribute a portion of their income towards rent.

Clients with no potential to earn income may not be suitable candidates for this type of assistance, unless other subsidies can be accessed after the ESG assistance expires.

Clients assisted under ESG Homelessness Prevention Assistance are eligible to receive the rental assistance for up to 3 months if they meet income eligibility of less than 30% of median family income for the area (AMI) during the 3 month period and comply with the case management requirements of the program. At the end of the third month, clients must be re-assessed to determine if the client's rental assistance needs, to be extended for an additional 3 month period, if the ESG rental assistance is extended for an additional three (3) months, the ESG assistance will be reduced and/or adjusted over the remaining time.

Clients assisted under ESG Rapid re-housing Assistance are eligible to receive rental and utility assistance for up to one-year if they meet income eligibility during the one-year period. Rapid Re-housing clients must receive monthly case management, be evaluated at regular intervals, and be reassessed every 90-days during the ESG assistance period. The ESG rental assistance should be reduced gradually and the client's portion of rent increased during the months of assistance.

### **Determining Need for Housing Stabilization and Relocation Services**

Standards for determining the type, amount, and duration of housing stabilization and for relocation services to provide a program participant, including the limits, if any, on Homelessness Prevention or Rapid Re-housing assistance that each program participant may receive, such as the maximum amount of assistance; maximum number of months the program participation receives assistance; or the maximum number of times the program participant may receive assistance.

### **Transitional Housing and Rapid Re-housing**

While transitional housing technically eligible, HUD cautions recipients against using ESG Rapid Re-housing funds as a way of regularly exiting a person from transitional housing to permanent housing. It is recommended that Rapid Re-housing be used as a model for helping people move from the streets or shelter to permanent housing, not for people exiting transitional housing. Additionally, transitional housing providers should have programs designed to successfully exit people and should not use Rapid Re-housing, another form of temporary assistance, as a regular part their program design. HUD recommends this be done on a case-by-case basis, so that it is

not common practice, but is provided only when necessary to prevent the program participant from going back to the streets or emergency shelter.

Please also note that program participants would need to be assessed for and determined to be eligible for ESG Rapid Re-housing assistance, in accordance with the ESG eligibility and documentation requirements. (Homeless definition in 24 CFR 576.2) This includes a requirement that the assistance be necessary to help the program participant move as quickly as possible into permanent housing and achieve stability in housing. Note that such a household would have to be exited from the transitional housing program in HMIS and entered into the ESG program in HMIS.

### **Consultation Process**

The ESG subrecipients will continuously consult with the Continuum of Care to discuss the County's ESG allocation in ways that:

- Coordinate across regional entitlement jurisdictions by developing and utilizing standardized eligibility and assessment tools;
- Support federal and local goals for priority populations;
- Allow for variations in the program design that responds to the needs and resources of the jurisdiction
- Comply with eligibility and verification requirements (HMIS, housing status, homeless definitions, etc.)

The ESG program requires coordination among participating agencies. All ESG subrecipients in Orange County are experienced homeless providers with a demonstrated track record in fiscal management and the provision of housing and supportive services targeted to homeless households.

The County of Orange also consulted with the Continuum of Care on the ten year Plan to end Homelessness to ensure the alignment of proposed ESG activities as they relate to the goals and strategies outlined in the plan. This joint effort has worked successfully in the past.

### **ESG Homeless Definitions**

Refer to reference information located at the following:

[https://www.hudexchange.info/resources/documents/HEARTH\\_HomelessDefinition\\_FinalRule.pdf](https://www.hudexchange.info/resources/documents/HEARTH_HomelessDefinition_FinalRule.pdf)

## APPENDIX A

### Written Standards for Rapid Rehousing

#### A. Background information

In regards to rapid re-housing, § 578.7 Responsibilities of the Continuum of Care (CoC) (a) (9) of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act Interim Rule notes that:

“In consultation with recipients of Emergency Solutions Grants (ESG) program funds within the geographic area, establish and consistently follow written standards for providing Continuum of Care assistance. At a minimum, these written standards must include:

- Policies and procedures for evaluating individuals’ and families’ eligibility for assistance under this part;
- Policies and procedures for determining and prioritizing which eligible individuals and families will receive rapid rehousing assistance; and
- Standards for determining what percentage or amount of rent each program participant must pay while receiving rapid rehousing assistance.”

Rapid re-housing is considered permanent housing. The United States Department of Housing and Urban Development (HUD) regulatory definition of “permanent housing” states:

“The term “permanent housing” means community-based housing without a designated length of stay, and includes both permanent supportive housing and rapid re-housing.”

HUD also states:

“Additionally, in the regulatory definition of “permanent housing,” HUD clarifies that to be permanent housing, the program participant must be the tenant on a lease for a term of at least one year that is renewable and is terminable only for cause. The lease must be renewable for terms that are a minimum of one month long. HUD has determined that requiring a lease of a term of at least one year that is renewable and terminable only for cause, assists program

participants in obtaining stability in housing, even when the rental assistance is temporary. These requirements are consistent with Section 8 requirements.”

Rapid re-housing assistance may include:

- Rental assistance;
- Case management;
- Supportive services; and
- Security deposit

## **B. Eligible Clients**

Individuals and families defined as Homeless under the following categories are eligible for rapid re-housing assistance:

### **Category 1 – Literally Homeless**

An individual or family who lacks a fixed, regular, and adequate nighttime residence, which includes a primary nighttime residence of:

- Place not designed for or ordinarily used as a regular sleeping accommodation (including a car, park, abandoned building, bus/train station, airport, or camping ground)
- A supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by Federal, State, or local government programs); or

In addition, an individual is considered homeless if he or she is being discharged from an institution where he or she has been a resident for 90 days or less and the person resided in a shelter (but not transitional housing) or place not meant for human habitation immediately prior to entering that institution.

### **Category 4 – Fleeing Domestic Violence**

Any individual or family who:

- Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate

to violence against the individual or a family member that has either taken place within the individual's or Family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;

- Has no other residence; and
- Lacks the resources or support networks to obtain other permanent housing.

For more information on HUD's other homeless categories, eligible for other CoC funds, visit:

[www.onecpd.info/resources/documents/HEARTH\\_HomelessDefinition\\_FinalRule.pdf](http://www.onecpd.info/resources/documents/HEARTH_HomelessDefinition_FinalRule.pdf)

Eligible clients must also meet eligibility criteria as defined in the Notice of Funding Availability (NOFA) under which the rapid re-housing program was funded.

### **C. Prioritizing Rapid Rehousing**

Recently, HUD provided guidance for rapid re-housing in terms of prioritizing subpopulations. HUD noted in a SNAPS in Focus: Rapid Re-Housing as a Model and Best Practice, August 6, 2014, that:

“Rapid re-housing can be effective for many populations, such as families with children, youth aging out of foster care, domestic violence survivors, single adults, and veterans, but should be targeted to those households that would not be able to get out of homelessness without the assistance. It is particularly a key strategy for achieving the Opening Doors goal of ending family, youth, and child homelessness by 2020.

Rapid re-housing should prioritize people with more challenges, including those with no income, poor employment prospects, troubled rental histories, and criminal records. Providers should link participants with community resources that will help them achieve longer-term stability and well-being.”

Recently, HUD also noted on the Rapid Re-housing Brief that:

“Rapid re-housing is an effective intervention for many different types of households experiencing homelessness, including those with no income, with disabilities, and with poor rental history. The majority of households experiencing homelessness are good candidates for rapid re-housing. The only



exceptions are households that can exit homelessness with little or no assistance, those who experience chronic homelessness and who need permanent supportive housing, and households who are seeking a therapeutic, residential environment, including those recovering from addiction.”

Thus, the Orange County CoC will prioritize the following subpopulations that would not be able to get out of homelessness without the assistance:

- Families with children;
- Youth aging out of foster care;
- Domestic violence survivors;
- Single adults;
- Veterans; and
- Chronically homeless individuals and families.

Each individual and family will be entered into the Orange County Coordinated Entry System (CES) which will help identify:

- Eligibility of each individual or family seeking assistance based on the individual's or family's current living situation; and
- The amount and type of assistance needed for the individual or family to (re)gain stability in permanent housing.

#### **D. Written Standards**

##### **Written Standard #1: Lease Agreement**

- **The program participant must be the tenant on a lease for a term of at least one year that is renewable and is terminable only for cause. The lease must be renewable for terms that are a minimum of one month long.**

On page 12 of the Preamble of the HEARTH Act Interim Rule, it states that:

“HUD clarifies that to be permanent housing, “the program participant must be the tenant on a lease for a term of at least one year that is renewable and is terminable only for cause. The lease must be renewable for terms that are a minimum of one month long. HUD has determined that requiring a lease for a term of at least one year that is renewable and terminable only for cause, assists

program participants in obtaining stability in housing, even when the rental assistance is temporary. These requirements are consistent with Section 8 requirements.”

## **Written Standard #2: Rental Assistance and Duration of Assistance**

- **Program participants may receive short-term (up to 3 months) and/or medium-term (for 3 to 24 months) tenant-based rental assistance. However, it is expected that program participants will only receive the level of assistance necessary to be stably housed for the long-term.**

§ 578.37 Program components and uses of assistance (a)(1) (ii) states that:

“Continuum of Care funds may provide supportive services, as set forth in § 578.53, and/or short-term (up to 3 months) and/or medium-term (for 3 to 24 months) tenant-based rental assistance, as set forth in § 578.51(c), as necessary to help a homeless individual or family, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing.”

Program providers will target program participants to receive short-term rent assistance but upon need will transition to medium-term assistance.

## **Written Standards #3: Amount of Rental Assistance**

- **Standards for determining the share of rent and utilities costs that each program participant must pay, if any, will be based on the following guidelines:**
  - The maximum amount of rent that a participant will pay can be up to 100% of the rental amount;
  - In general, the goal will be that participants pay generally no more than 50% of their income in rent at program completion; however, in certain circumstances, on case-by-case basis, there may be participants whose rental share may exceed 50% of the rent based on their financial circumstances and current rental market.
  - 100% of the cost of rent in rental assistance may be provided to program participants. However, to maximize the number of households that can be served with rapid re-housing resources, it is expected that the level

- of need will be based on the goal of providing only what is necessary for each household to be stably housed for the long term;
- The maximum number of times that a program participant may receive rental assistance is:
    - Propose: Participants may be eligible for rapid re-housing assistance for multiple episodes of literal homelessness based on their need. To ensure the efficient use of resources, recipients may establish a maximum amount or number of times that a program participant may receive rapid re-housing assistance.
  - Rental assistance cannot be provided for a unit unless the rent for that unit is at or below the Fair Market Rent Limit, established by HUD; and
  - The rent charged for a unit must be reasonable in relation to rents currently being charged for comparable units in the private unassisted market and must not be in excess of rents currently being charged by the owner for comparable unassisted units.

§ 578.37 Program components and uses of assistance (a) (1) (ii) (F) states that a CoC

“May set a maximum amount or percentage of rental assistance that a program participant may receive a maximum number of months that a program participant may receive rental assistance, and/or a maximum number of times that a program participant may receive rental assistance. The recipient or sub-recipient may also require program participants to share in the costs of rent.

For the purposes of calculating rent for rapid rehousing, the rent shall equal the sum of the total monthly rent for the unit and, if the tenant pays separately for utilities, the monthly allowance for utilities (excluding telephone) established by the public housing authority for the area in which the housing is located.”

#### **Written Standards #5: Security Deposits Including Last Month’s Rent**

- **Program participants may receive funds for security deposits in an amount not to exceed 2 months of rent.**

§ 578.51 Rental assistance (a) (2) states that:

“Grant funds may be used for security deposits in an amount not to exceed 2 months of rent. An advance payment of the last month’s rent may be provided

to the landlord, in addition to the security deposit and payment of first month's rent."

### **Written Standard #6: Receiving Rental Assistance through Other Sources**

- **Rental assistance cannot be provided to a program participant who is already receiving rental assistance or living in a housing unit receiving rental assistance or operating assistance through other Federal, State, or local sources.**

§ 578.51 Rental assistance (a) Use states that:

"Grant funds may be used for rental assistance for homeless individuals and families. Rental assistance cannot be provided to a program participant who is already receiving rental assistance, or living in a housing unit receiving rental assistance or operating assistance through other federal, State, or local sources."

If the individual or family is already living in a housing unit receiving rental assistance, then the individual or family are not eligible for Rapid Rehousing as they do not meet Category 1 or Category 4 of Homelessness as defined by HUD.

### **Written Standard #7: Case Management**

- **Program participants must meet with a case manager not less than once per month to assist the program participant in ensuring long-term housing stability.**

§ 578.37 Program components and uses of assistance (a) (1) (ii) (F) states the following requirements:

"Require the program participant to meet with a case manager not less than once per month to assist the program participant in ensuring long-term housing stability. The project is exempt from this requirement if the Violence Against Women Act of 1994 (42 U.S.C. 13925 et seq.) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 et seq.) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services."

Part of § 578.53 includes the following:

- Providing ongoing risk assessment and safety planning with victims of domestic violence, dating violence, sexual assault, and stalking;
- Using the centralized or coordinated assessment system;
- Counseling;
- Developing, securing, and coordinating services;
- Obtaining Federal, State, and local benefits;
- Monitoring and evaluating program participant progress;
- Providing information and referrals to other providers;
- Developing an individualized housing and service plan, including planning a path to permanent housing stability; and
- Conducting required annual assessment of service needs (re-evaluation).

#### **Written Standard #8: Supportive Services**

- **Program participants may receive supportive services as set forth in § 578.53**

§ 578.37 Program components and uses of assistance (a) (1) (ii) States that:

“Continuum of Care funds may provide supportive services, as set forth in § 578.53, and/or short term (up to 3 months) and/or medium-term (for 3 to 24 months) tenant-based rental assistance, as set forth in § 578.51 (c), as necessary to help as homeless individual or family, with or without disabilities, move as quickly as possible into permanent housing and achieve stability in that housing.”

#### **Written Standard #9: Duration of Supportive Services**

- **Program participants may receive supportive services for no longer than 6 months after rental assistance stops, unless supportive services are provided through another funding source.**

§ 578.37 Program components and uses of assistance (a) (1) (ii) (F) states that the CoC, “May provide supportive services for no longer than 6 months after rental assistance stops.”

### Written Standard #10: Re-evaluation

- **Program participants must be re-evaluated, not less than once annually, in order to determine whether program participants lack sufficient resources and support networks necessary to retain housing without Continuum of Care assistance and the types and amounts of assistance that the program participant needs to retain housing.**

§ 578.37 Program Components and uses of assistance (a) (1) (ii) (E) states that the Continuum of Care

“Must re-evaluate, not less than once annually, that the program participant lacks sufficient resources and support networks necessary to retain housing without Continuum of Care assistance and the types and amounts of assistance that the program participant needs to retain housing. The recipient or sub-recipient may require each program participant receiving assistance to notify the recipient or sub-recipient of changes in the program participant’s income or other circumstances (e.g., changes in household composition) that affect the program participant’s need for assistance. When notified of a relevant change, the recipient or sub-recipients must reevaluate the program participant’s eligibility and the amount and types of assistance that the program participant needs.”



## APPENDIX C

# SF-424s, SF-424Ds, Certifications



Application for Federal Assistance SF-424								
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application			<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision			<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> _____			<b>4. Applicant Identifier:</b> _____					
<b>5a. Federal Entity Identifier:</b> CA61750			<b>5b. Federal Award Identifier:</b> E-20-MW-06-0557					
<b>State Use Only:</b>								
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____						
<b>8. APPLICANT INFORMATION:</b>								
<b>* a. Legal Name:</b> City of Irvine								
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-2759391			<b>* c. Organizational DUNS:</b> 0725113630000					
<b>d. Address:</b>								
<b>* Street1:</b> 1 Civic Center Plaza		_____						
<b>Street2:</b>		_____						
<b>* City:</b> Irvine		_____						
<b>County/Parish:</b>		_____						
<b>* State:</b>		CA: California						
<b>Province:</b>		_____						
<b>* Country:</b>		USA: UNITED STATES						
<b>* Zip / Postal Code:</b> 92606-5207		_____						
<b>e. Organizational Unit:</b>								
<b>Department Name:</b> Community Development			<b>Division Name:</b> Neighborhood Services					
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>								
<b>Prefix:</b> Mr.		<b>* First Name:</b> Charles						
<b>Middle Name:</b>		_____						
<b>* Last Name:</b> Kovac		_____						
<b>Suffix:</b>		_____						
<b>Title:</b> Housing Administrator								
<b>Organizational Affiliation:</b> _____								
<b>* Telephone Number:</b> (949) 724-7452			<b>Fax Number:</b> _____					
<b>* Email:</b> ckovac@cityofirvine.org								



**Application for Federal Assistance SF-424**

**\* 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:**

14.231

CFDA Title:

Emergency Solutions Grants / Entitlement Grants

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

2019-20 Action Plan Amendment for Emergency Solutions Grant funds under Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371-11378) as amended, and the CARES Act.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="3,485,450.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="3,485,450.00"/>

**\* 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 in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

*Marianna Marysheva*

\* Date Signed:



## ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Irvine	DATE SUBMITTED 05/20/20

SF-424D (Rev. 7-97) Back

Application for Federal Assistance SF-424																															
<table border="0"> <tr> <td style="vertical-align: top;"> <b>* 1. Type of Submission:</b>  <input type="checkbox"/> Preapplication  <input checked="" type="checkbox"/> Application  <input type="checkbox"/> Changed/Corrected Application                 </td> <td style="vertical-align: top;"> <b>* 2. Type of Application:</b>  <input checked="" type="checkbox"/> New  <input type="checkbox"/> Continuation  <input type="checkbox"/> Revision                 </td> <td style="vertical-align: top;">                     * If Revision, select appropriate letter(s):  <input type="text"/>                      * Other (Specify):  <input type="text"/> </td> </tr> </table>		<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>																											
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>																													
<table border="0"> <tr> <td style="vertical-align: top;"> <b>* 3. Date Received:</b>  <input type="text"/> </td> <td style="vertical-align: top;"> <b>4. Applicant Identifier:</b>  <input type="text"/> </td> </tr> </table>		<b>* 3. Date Received:</b> <input type="text"/>	<b>4. Applicant Identifier:</b> <input type="text"/>																												
<b>* 3. Date Received:</b> <input type="text"/>	<b>4. Applicant Identifier:</b> <input type="text"/>																														
<table border="0"> <tr> <td style="vertical-align: top;"> <b>5a. Federal Entity Identifier:</b>  <input type="text" value="CA61750"/> </td> <td style="vertical-align: top;"> <b>5b. Federal Award Identifier:</b>  <input type="text" value="B-20-MW-06-0557"/> </td> </tr> </table>		<b>5a. Federal Entity Identifier:</b> <input type="text" value="CA61750"/>	<b>5b. Federal Award Identifier:</b> <input type="text" value="B-20-MW-06-0557"/>																												
<b>5a. Federal Entity Identifier:</b> <input type="text" value="CA61750"/>	<b>5b. Federal Award Identifier:</b> <input type="text" value="B-20-MW-06-0557"/>																														
<b>State Use Only:</b>																															
<table border="0"> <tr> <td style="vertical-align: top;"> <b>6. Date Received by State:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>7. State Application Identifier:</b> <input type="text"/> </td> </tr> </table>		<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>																												
<b>6. Date Received by State:</b> <input type="text"/>	<b>7. State Application Identifier:</b> <input type="text"/>																														
<b>8. APPLICANT INFORMATION:</b>																															
<table border="0"> <tr> <td style="vertical-align: top;"> <b>* a. Legal Name:</b> <input type="text" value="City of Irvine"/> </td> </tr> <tr> <td style="vertical-align: top;"> <table border="0"> <tr> <td style="vertical-align: top;"> <b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b>  <input type="text" value="95-2759391"/> </td> <td style="vertical-align: top;"> <b>* c. Organizational DUNS:</b>  <input type="text" value="0725113630000"/> </td> </tr> </table> </td> </tr> <tr> <td style="vertical-align: top;"> <b>d. Address:</b>  <table border="0"> <tr> <td style="vertical-align: top;"> <b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/> </td> <td style="vertical-align: top;"> <b>Street2:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* City:</b> <input type="text" value="Irvine"/> </td> <td style="vertical-align: top;"> <b>County/Parish:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* State:</b> <input type="text" value="CA: California"/> </td> <td style="vertical-align: top;"> <b>Province:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Country:</b> <input type="text" value="USA: UNITED STATES"/> </td> <td style="vertical-align: top;"> <b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/> </td> </tr> </table> </td> </tr> <tr> <td style="vertical-align: top;"> <b>e. Organizational Unit:</b>  <table border="0"> <tr> <td style="vertical-align: top;"> <b>Department Name:</b>  <input type="text" value="Community Development"/> </td> <td style="vertical-align: top;"> <b>Division Name:</b>  <input type="text" value="Neighborhood Services"/> </td> </tr> </table> </td> </tr> <tr> <td colspan="2"> <b>f. Name and contact information of person to be contacted on matters involving this application:</b>  <table border="0"> <tr> <td style="vertical-align: top;"> <b>Prefix:</b> <input type="text" value="Mr."/> </td> <td style="vertical-align: top;"> <b>* First Name:</b> <input type="text" value="Charles"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Middle Name:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>* Last Name:</b> <input type="text" value="Kovac"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Suffix:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>Title:</b> <input type="text" value="Housing Administrator"/> </td> </tr> <tr> <td colspan="2"> <b>Organizational Affiliation:</b>  <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/> </td> <td style="vertical-align: top;"> <b>Fax Number:</b> <input type="text"/> </td> </tr> <tr> <td colspan="2"> <b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/> </td> </tr> </table> </td> </tr> </table>		<b>* a. Legal Name:</b> <input type="text" value="City of Irvine"/>	<table border="0"> <tr> <td style="vertical-align: top;"> <b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b>  <input type="text" value="95-2759391"/> </td> <td style="vertical-align: top;"> <b>* c. Organizational DUNS:</b>  <input type="text" value="0725113630000"/> </td> </tr> </table>	<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="95-2759391"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0725113630000"/>	<b>d. Address:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/> </td> <td style="vertical-align: top;"> <b>Street2:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* City:</b> <input type="text" value="Irvine"/> </td> <td style="vertical-align: top;"> <b>County/Parish:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* State:</b> <input type="text" value="CA: California"/> </td> <td style="vertical-align: top;"> <b>Province:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Country:</b> <input type="text" value="USA: UNITED STATES"/> </td> <td style="vertical-align: top;"> <b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/> </td> </tr> </table>	<b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/>	<b>Street2:</b> <input type="text"/>	<b>* City:</b> <input type="text" value="Irvine"/>	<b>County/Parish:</b> <input type="text"/>	<b>* State:</b> <input type="text" value="CA: California"/>	<b>Province:</b> <input type="text"/>	<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>	<b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/>	<b>e. Organizational Unit:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>Department Name:</b>  <input type="text" value="Community Development"/> </td> <td style="vertical-align: top;"> <b>Division Name:</b>  <input type="text" value="Neighborhood Services"/> </td> </tr> </table>	<b>Department Name:</b> <input type="text" value="Community Development"/>	<b>Division Name:</b> <input type="text" value="Neighborhood Services"/>	<b>f. Name and contact information of person to be contacted on matters involving this application:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>Prefix:</b> <input type="text" value="Mr."/> </td> <td style="vertical-align: top;"> <b>* First Name:</b> <input type="text" value="Charles"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Middle Name:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>* Last Name:</b> <input type="text" value="Kovac"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Suffix:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>Title:</b> <input type="text" value="Housing Administrator"/> </td> </tr> <tr> <td colspan="2"> <b>Organizational Affiliation:</b>  <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/> </td> <td style="vertical-align: top;"> <b>Fax Number:</b> <input type="text"/> </td> </tr> <tr> <td colspan="2"> <b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/> </td> </tr> </table>		<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="Charles"/>	<b>Middle Name:</b> <input type="text"/>	<b>* Last Name:</b> <input type="text" value="Kovac"/>	<b>Suffix:</b> <input type="text"/>	<b>Title:</b> <input type="text" value="Housing Administrator"/>	<b>Organizational Affiliation:</b> <input type="text"/>		<b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/>	<b>Fax Number:</b> <input type="text"/>	<b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/>	
<b>* a. Legal Name:</b> <input type="text" value="City of Irvine"/>																															
<table border="0"> <tr> <td style="vertical-align: top;"> <b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b>  <input type="text" value="95-2759391"/> </td> <td style="vertical-align: top;"> <b>* c. Organizational DUNS:</b>  <input type="text" value="0725113630000"/> </td> </tr> </table>	<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="95-2759391"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0725113630000"/>																													
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="95-2759391"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0725113630000"/>																														
<b>d. Address:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/> </td> <td style="vertical-align: top;"> <b>Street2:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* City:</b> <input type="text" value="Irvine"/> </td> <td style="vertical-align: top;"> <b>County/Parish:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* State:</b> <input type="text" value="CA: California"/> </td> <td style="vertical-align: top;"> <b>Province:</b> <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Country:</b> <input type="text" value="USA: UNITED STATES"/> </td> <td style="vertical-align: top;"> <b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/> </td> </tr> </table>	<b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/>	<b>Street2:</b> <input type="text"/>	<b>* City:</b> <input type="text" value="Irvine"/>	<b>County/Parish:</b> <input type="text"/>	<b>* State:</b> <input type="text" value="CA: California"/>	<b>Province:</b> <input type="text"/>	<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>	<b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/>																							
<b>* Street1:</b> <input type="text" value="1 Civic Center Plaza"/>	<b>Street2:</b> <input type="text"/>																														
<b>* City:</b> <input type="text" value="Irvine"/>	<b>County/Parish:</b> <input type="text"/>																														
<b>* State:</b> <input type="text" value="CA: California"/>	<b>Province:</b> <input type="text"/>																														
<b>* Country:</b> <input type="text" value="USA: UNITED STATES"/>	<b>* Zip / Postal Code:</b> <input type="text" value="92606-5207"/>																														
<b>e. Organizational Unit:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>Department Name:</b>  <input type="text" value="Community Development"/> </td> <td style="vertical-align: top;"> <b>Division Name:</b>  <input type="text" value="Neighborhood Services"/> </td> </tr> </table>	<b>Department Name:</b> <input type="text" value="Community Development"/>	<b>Division Name:</b> <input type="text" value="Neighborhood Services"/>																													
<b>Department Name:</b> <input type="text" value="Community Development"/>	<b>Division Name:</b> <input type="text" value="Neighborhood Services"/>																														
<b>f. Name and contact information of person to be contacted on matters involving this application:</b> <table border="0"> <tr> <td style="vertical-align: top;"> <b>Prefix:</b> <input type="text" value="Mr."/> </td> <td style="vertical-align: top;"> <b>* First Name:</b> <input type="text" value="Charles"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Middle Name:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>* Last Name:</b> <input type="text" value="Kovac"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>Suffix:</b> <input type="text"/> </td> <td style="vertical-align: top;"> <b>Title:</b> <input type="text" value="Housing Administrator"/> </td> </tr> <tr> <td colspan="2"> <b>Organizational Affiliation:</b>  <input type="text"/> </td> </tr> <tr> <td style="vertical-align: top;"> <b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/> </td> <td style="vertical-align: top;"> <b>Fax Number:</b> <input type="text"/> </td> </tr> <tr> <td colspan="2"> <b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/> </td> </tr> </table>		<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="Charles"/>	<b>Middle Name:</b> <input type="text"/>	<b>* Last Name:</b> <input type="text" value="Kovac"/>	<b>Suffix:</b> <input type="text"/>	<b>Title:</b> <input type="text" value="Housing Administrator"/>	<b>Organizational Affiliation:</b> <input type="text"/>		<b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/>	<b>Fax Number:</b> <input type="text"/>	<b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/>																			
<b>Prefix:</b> <input type="text" value="Mr."/>	<b>* First Name:</b> <input type="text" value="Charles"/>																														
<b>Middle Name:</b> <input type="text"/>	<b>* Last Name:</b> <input type="text" value="Kovac"/>																														
<b>Suffix:</b> <input type="text"/>	<b>Title:</b> <input type="text" value="Housing Administrator"/>																														
<b>Organizational Affiliation:</b> <input type="text"/>																															
<b>* Telephone Number:</b> <input type="text" value="(949) 724-7452"/>	<b>Fax Number:</b> <input type="text"/>																														
<b>* Email:</b> <input type="text" value="ckovac@cityofirvine.org"/>																															

**Application for Federal Assistance SF-424**

**\* 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:**

14.218

**CFDA Title:**

Community Development Block Grants/Entitlement Grants

**\* 12. Funding Opportunity Number:**

N/A

**\* Title:**

N/A

**13. Competition Identification Number:**

N/A

**Title:**

N/A

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**


2019-20 Action Plan Amendment using Community Development Block Grant Entitlement funds pursuant to Title I of the Housing and Community Development Act of 1974, as amended, and the CARES Act.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

<b>Application for Federal Assistance SF-424</b>	
<b>16. Congressional Districts Of:</b>	
* a. Applicant <input type="text" value="45"/>	* b. Program/Project <input type="text" value="45"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>17. Proposed Project:</b>	
* a. Start Date: <input type="text" value="03/01/2020"/>	* b. End Date: <input type="text" value="09/30/2022"/>
<b>18. Estimated Funding (\$):</b>	
* a. Federal	<input type="text" value="1,255,079.00"/>
* b. Applicant	<input style="background-color: yellow; border: 1px solid red;" type="text"/>
* c. State	<input style="background-color: yellow; border: 1px solid red;" type="text"/>
* d. Local	<input style="background-color: yellow; border: 1px solid red;" type="text"/>
* e. Other	<input style="background-color: yellow; border: 1px solid red;" type="text"/>
* f. Program Income	<input style="background-color: yellow; border: 1px solid red;" type="text"/>
* g. TOTAL	<input type="text" value="1,255,079.00"/>
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)</b>	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If "Yes", provide explanation and attach	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<b>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)</b>	
<input checked="" type="checkbox"/> ** I AGREE	
<b>** 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.</b>	
<b>Authorized Representative:</b>	
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="John"/>
Middle Name: <input type="text" value="A."/>	
* Last Name: <input type="text" value="Russo"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager"/>	
* Telephone Number: <input type="text" value="(949) 724-6246"/>	Fax Number: <input type="text"/>
* Email: <input type="text" value="cm@cityofirvine.org"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="05/20/20"/>



## ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**


**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.



11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE City Manager
APPLICANT ORGANIZATION City of Irvine	DATE SUBMITTED 20 MAY 2020

SF-424D (Rev. 7-97) Back

**CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

**Anti-Lobbying** --To the best of the jurisdiction'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 paragraph 1 and 2 of this anti-lobbying 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 Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
 \_\_\_\_\_  
 Signature of Authorized Official

20 May 2020  
 \_\_\_\_\_  
 Date

**City Manager**

\_\_\_\_\_  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

**City Manager**  
\_\_\_\_\_  
Title

**OPTIONAL Community Development Block Grant Certification**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

  
\_\_\_\_\_  
Signature of Authorized Official

20 May 2020  
\_\_\_\_\_  
Date

**City Manager**  
\_\_\_\_\_  
Title



## **INTERIM ESG-CV Certifications (NON-STATE)**

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**EXCEPTION:** In accordance with the CARES Act, the certifications in this paragraph do not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**EXCEPTION:** In accordance with the CARES Act, the certification in this paragraph does not apply with respect to CARES Act funding that is used to provide temporary emergency shelters (through leasing of existing property, temporary structures, or other means) to prevent, prepare for, and respond to coronavirus.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

~~**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.~~

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with

the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
\_\_\_\_\_  
Signature/Authorized Official

20 May 2020  
\_\_\_\_\_  
Date

**City Manager**  
\_\_\_\_\_  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

**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.





**2019-2020 ACTION PLAN  
JULY 1, 2019 THROUGH JUNE 30, 2020**

## **APPENDIX C**

### **SF-424 and Action Plan Certifications**

- SF-424: Community Development Block Grant
- SF-424: Emergency Solutions Grant
- SF-424: HOME Investment Partnerships
- SF-424D: Assurances
- 2019-2020 Action Plan Certifications

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

\* 2. Type of Application:

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

CA61750

5b. Federal Award Identifier:

B-19-MC-06-0557

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

City of Irvine

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

95-2759391

\* c. Organizational DUNS:

0725113630000

**d. Address:**

\* Street1:

1 Civic Center Plaza

Street2:

\* City:

Irvine

County/Parish:

\* State:

CA: California

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

92606-5207

**e. Organizational Unit:**

Department Name:

Community Development

Division Name:

Neighborhood Services

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Mr.

\* First Name:

Charles

Middle Name:

\* Last Name:

Kovac

Suffix:

Title: Housing Administrator

Organizational Affiliation:

\* Telephone Number:

(949) 724-7452

Fax Number:

\* Email:

ckovac@cityofirvine.org

**Application for Federal Assistance SF-424**

**\* 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:**

14.218

CFDA Title:

Community Development Block Grants/Entitlement Grants

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

2019-2020 Action Plan projects using Community Development Block Grant Entitlement funds pursuant to Title I of the Housing and Community Development Act of 1974, as amended.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,841,822.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="1,841,822.00"/>

**\* 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 in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

**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:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> _____		<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> CA61750		<b>5b. Federal Award Identifier:</b> E-19-MC-06-0557
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> City of Irvine		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-2759391		<b>* c. Organizational DUNS:</b> 0725113630000
<b>d. Address:</b>		
<b>* Street1:</b>	1 Civic Center Plaza	
<b>Street2:</b>	_____	
<b>* City:</b>	Irvine	
<b>County/Parish:</b>	_____	
<b>* State:</b>	CA: California	
<b>Province:</b>	_____	
<b>* Country:</b>	USA: UNITED STATES	
<b>* Zip / Postal Code:</b>	92606-5207	
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> Community Development		<b>Division Name:</b> Neighborhood Services
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b>	Mr.	<b>* First Name:</b> Charles
<b>Middle Name:</b>	_____	
<b>* Last Name:</b>	Kovac	
<b>Suffix:</b>	_____	
<b>Title:</b>	Housing Administrator	
<b>Organizational Affiliation:</b> _____		
<b>* Telephone Number:</b>	(949) 724-7452	<b>Fax Number:</b> _____
<b>* Email:</b>	ckovac@cityofirvine.org	



**Application for Federal Assistance SF-424**

**\* 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:**

14.231

CFDA Title:

Emergency Solutions Grants/Entitlement Grants

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

2019-2020 Action Plan projects using Emergency Solutions Grant Entitlement funds pursuant to Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11371-11378), as amended.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="144,115.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="144,115.00"/>

**\* 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 in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**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:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

Application for Federal Assistance SF-424	
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____	
<b>* 3. Date Received:</b> _____	<b>4. Applicant Identifier:</b> _____
<b>5a. Federal Entity Identifier:</b> CA61750	<b>5b. Federal Award Identifier:</b> M-19-MC-06-0561
<b>State Use Only:</b>	
<b>6. Date Received by State:</b> _____	<b>7. State Application Identifier:</b> _____
<b>8. APPLICANT INFORMATION:</b>	
<b>* a. Legal Name:</b> City of Irvine	
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 95-2759391	<b>* c. Organizational DUNS:</b> 0725113630000
<b>d. Address:</b>	
<b>* Street1:</b> 1 Civic Center Plaza	_____
<b>Street2:</b>	_____
<b>* City:</b> Irvine	_____
<b>County/Parish:</b>	_____
<b>* State:</b> CA: California	_____
<b>Province:</b>	_____
<b>* Country:</b> USA: UNITED STATES	_____
<b>* Zip / Postal Code:</b> 92606-5207	_____
<b>e. Organizational Unit:</b>	
<b>Department Name:</b> Community Development	<b>Division Name:</b> Neighborhood Services
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>	
<b>Prefix:</b> Mr.	<b>* First Name:</b> Charles
<b>Middle Name:</b>	_____
<b>* Last Name:</b> Kovac	_____
<b>Suffix:</b>	_____
<b>Title:</b> Housing Administrator	
<b>Organizational Affiliation:</b> _____	
<b>* Telephone Number:</b> (949) 724-7452	<b>Fax Number:</b> _____
<b>* Email:</b> ckovac@cityofirvine.org	



**Application for Federal Assistance SF-424**

**\* 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:**

14.239

CFDA Title:

HOME Investment Partnerships Program

**\* 12. Funding Opportunity Number:**

N/A

\* Title:

N/A

**13. Competition Identification Number:**

N/A

Title:

N/A

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

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

2019-2020 Action Plan projects using HOME Investment Partnerships program funds pursuant to Title II of the National Affordable Housing Act of 1990, as amended.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="759,667.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="759,667.00"/>

**\* 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 in attachment.)**

- Yes  No

If "Yes", provide explanation and attach

**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:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative: 

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009  
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

<p>SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> 	<p>TITLE</p> <p>City Manager</p>
<p>APPLICANT ORGANIZATION</p> <p>City of Irvine</p>	<p>DATE SUBMITTED</p> <p>06/18/2019</p>



**CERTIFICATIONS**

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

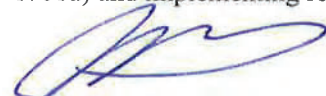
**Anti-Lobbying** --To the best of the jurisdiction's knowledge and belief:

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 paragraph 1 and 2 of this anti-lobbying 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 Jurisdiction** --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
\_\_\_\_\_  
Signature of Authorized Official

5/28/19  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2018, 2019, 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

**Compliance with Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

**Compliance with Laws** -- It will comply with applicable laws.

  
\_\_\_\_\_  
Signature of Authorized Official

5/28/19  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

**Specific HOME Certifications**

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

**Eligible Activities and Costs** -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

**Subsidy layering** -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

  
\_\_\_\_\_  
Signature of Authorized Official

5/28/19  
\_\_\_\_\_  
Date

City Manager

\_\_\_\_\_  
Title



## **Emergency Solutions Grants Certifications**

The Emergency Solutions Grants Program recipient certifies that:

**Major rehabilitation/conversion/renovation** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

**Matching Funds** – The recipient will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

**Discharge Policy** – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

  
\_\_\_\_\_  
Signature of Authorized Official

  
\_\_\_\_\_  
Date

City Manager  
\_\_\_\_\_  
Title

## **APPENDIX TO CERTIFICATIONS**

### **INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:**

#### **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.