



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # \*9 Ordinance/Resolution# 09-290 Council District: N/A

For Meeting of June 1, 2009  
(Adoption Date)

**TITLE:** A RESOLUTION AUTHORIZING THE CITY TO ACCEPT FUNDING FOR A SUPPORTIVE HOUSING PROGRAM GRANT FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AND TO DEVELOP AN AGREEMENT WITH MESILLA VALLEY COMMUNITY OF HOPE FOR EXPENDITURE AND IMPLEMENTATION OF THE GRANT. THE RESOLUTION FURTHER AUTHORIZES THE CITY MANAGER TO EXECUTE THE AGREEMENTS WITH HUD AND MESILLA VALLEY COMMUNITY OF HOPE ON BEHALF OF THE CITY OF LAS CRUCES.

**PURPOSE(S) OF ACTION:** Approve the acceptance of grant funding and the execution of the grant agreements with the Mesilla Valley Community of Hope and the U.S. Department of Housing and Urban Development for implementation of the Supportive Housing Program for Transitional Housing.

Name of Drafter: Vera Zamora		Department: Community Development		Phone: 528-3194	
Department	Signature	Phone	Department	Signature	Phone
Community Development		528-3066	Budget		541-2300
			Assistant City Manager		541-2271
Legal		541-2128	City Manager		541-2073

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:** Identified within the City's 2006-2010 Consolidated Plan as one of the six strategic goals to assist special needs population with social service and housing needs, with objectives to continue to fund housing programs and increase affordable housing opportunities for special needs populations, including the homeless.

The City of Las Cruces in partnership with Mesilla Valley Community of Hope applied for and was approved to receive funds from the U.S. Department of Housing and Urban Development (HUD) in the form of a Supportive Housing Program (SHP) for a Tenant Based, Transitional Housing Grant totaling \$311,353 as authorized by City Resolution No. 08-266. Resolution No. 08-266 authorized the City to apply for SHP funding to provide tenant-based transitional housing rental assistance for the homeless and near homeless population of Las Cruces.

With acceptance of these funds, the grant is to be expended over a three-year period. The grant funds will provide rental assistance for up to twelve months for approximately 30 homeless and near homeless individuals and families in scattered sites throughout the City of Las Cruces.

Mesilla Valley Community of Hope, as the program sponsor, is required to provide intensive case management and tenant follow-up to ensure that the families are working toward self-sufficiency. The grant funding includes a portion for program operating costs, including administration, supportive services, and staff salaries for MVCH staff.

The City was the applicant for this grant due to other grants awarded by HUD directly to MVCH which prevented them from applying for these funds directly. The City will serve as grantee and fiscal agent with limited involvement in the actual operations of the program's implementation and the City will not receive any administrative expenses or fees for our efforts. The City as the fiscal agent of the grant funds is to ensure program compliance with the applicable federal regulations.

**SUPPORT INFORMATION:**

<b>Fund Name / Account Number</b>	<b>Amount of Expenditure</b>	<b>Budget Amount</b>
Supportive Housing Program TBD-722190-12007 (FY2010)	\$311,353	\$311,353

1. Resolution
2. Attachment "A"- Resolution No. 08-266
3. Attachment "B"- HUD Award Letter

**OPTIONS / ALTERNATIVES:**

1. Vote YES and approved the Resolution approving acceptance of grant funding from HUD for implementation of the Supportive Housing Program thereby providing transitional tenant-based rental assistance units to assist with rental housing needs for the homeless and near homeless population in the City of Las Cruces.
2. Vote NO and deny the Resolution to approve acceptance of funding and implementation of the Supportive Housing Program. Not approving the Resolution would not allow for the proposed transitional tenant-based rental assistance program to be implemented utilizing the HUD SHP funding.
3. Modify the Resolution and vote YES to approve the modified Resolution.
4. Table/Postpone the Resolution and direct staff accordingly.

**RESOLUTION NO. 09-290**

**A RESOLUTION AUTHORIZING THE CITY TO ACCEPT FUNDING FOR A SUPPORTIVE HOUSING PROGRAM GRANT FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AND TO DEVELOP AN AGREEMENT WITH MESILLA VALLEY COMMUNITY OF HOPE FOR EXPENDITURE AND IMPLEMENTATION OF THE GRANT. THE RESOLUTION FURTHER AUTHORIZES THE CITY MANAGER TO EXECUTE THE AGREEMENTS WITH HUD AND MESILLA VALLEY COMMUNITY OF HOPE ON BEHALF OF THE CITY OF LAS CRUCES.**

The City Council is hereby informed that:

**WHEREAS**, the City of Las Cruces in Partnership with Mesilla Valley Community of Hope (MVCH) applied for and was approved to receive funds from the U.S. Department of Housing and Urban Development (HUD) in the form of a Supportive Housing Program (SHP) grant totaling \$311,353 to be expended over a three-year period; and

**WHEREAS**, the grant funds will provide tenant-based transitional housing assistance and supportive services for up to 12 months for approximately 30 homeless individuals and families of Las Cruces; and

**WHEREAS**, the City will partner with Mesilla Valley Community of Hope as the program sponsor providing the rental assistance, case management and supportive services while the City will serve as the fiscal agent of the grant funds, as well as ensure program compliance with applicable federal regulations; and

**WHEREAS**, this need is recognized in the City's FY 2006-2010 Consolidated Plan as one of the six strategic goals to assist special needs population with social service and housing needs, with objectives to continue to fund housing programs and increase affordable housing opportunities for special needs populations, including the homeless.

**THEREFORE**, Be it resolved by the Governing Body of the City of Las Cruces:

**(I)**

**THAT** the acceptance of the funding from HUD for implementation of a Transitional Housing Supportive Housing Program is hereby approved.

(II)

THAT the City Manager as the official representative of the City, is hereby authorized to execute the necessary Agreements with HUD and necessary Sub-agreements with Mesilla Valley Community of Hope and other potential partners, and all other documents necessary for the implementation of this project on the City's behalf.

(III)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE and APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

APPROVED:

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

VOTE:

\_\_\_\_\_  
City Clerk

Mayor Miyagishima: \_\_\_\_\_

Moved by: \_\_\_\_\_

Councillor Silva: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Councillor Connor: \_\_\_\_\_

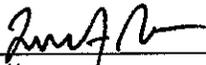
Councillor Archuleta: \_\_\_\_\_

Councillor Small: \_\_\_\_\_

Councillor Jones: \_\_\_\_\_

Councillor Thomas: \_\_\_\_\_

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

RESOLUTION NO. 08-266

**A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES COMMUNITY DEVELOPMENT DEPARTMENT, IN PARTNERSHIP WITH THE MESILLA VALLEY COMMUNITY OF HOPE, TO APPLY FOR FUNDING FOR A TRANSITIONAL HOUSING ASSISTANCE GRANT FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO PROVIDE RENTAL ASSISTANCE FOR HOMELESS INDIVIDUALS AND FAMILIES.**

The City Council is informed that:

**WHEREAS**, the City of Las Cruces desires to apply for U.S. Department of Housing and Urban Development (HUD) funding in the form of a Transitional Housing Assistance Grant through the Continuum of Care for the State of New Mexico; and

**WHEREAS**, the amount of funding to be requested is up to \$295,000 for a three-year grant period, with an application submission deadline anticipated to be in May or June 2008 as part of HUD's Notice of Funding Availability (NOFA); and

**WHEREAS**, the grant funds will be used provide tenant-based rental assistance for up to six (6) months, case management and supportive services for 30 to 60 for homeless individuals and families of Las Cruces; and

**WHEREAS**, the City will partner with Mesilla Valley Community of Hope to actually provide the rental assistance, case management and supportive services while the City will serve as the fiscal agent of the grant funds as well as ensure program compliance with applicable federal regulations; and

**WHEREAS**, this need is recognized in the City's 2006-2010 Consolidated Plan as one of the six strategic goals to assist special needs population with social service and housing needs, with objectives to continue to fund housing programs and increase affordable housing opportunities for special needs populations, including the homeless.

**NOW, THEREFORE**, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the Grant Overview Worksheet, as shown in Exhibit "A," attached hereto and made part of this Resolution, is hereby approved.

(II)

THAT City staff, in partnership with MVCH, is authorized to submit the completed grant application for funding for a Transitional Housing Assistance Grant, as part of HUD's annual NOFA and the State of New Mexico's COC process.

(III)

THAT the City Manager, as the official representative of the City, is hereby authorized to sign the necessary grant application where applicable, on the City's behalf.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in accomplishment of the herein above.

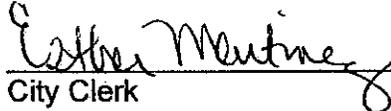
DONE AND APPROVED this 5th day of May, 2008.

(SEAL)

APPROVED:

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Clerk

VOTE:

Mayor Miyagishima: Aye  
Councillor Silva: Aye  
Councillor Connor: Aye  
Councillor Archuleta: Aye  
Councillor Small: Aye  
Councillor Jones: Aye  
Councillor Thomas: Aye

Moved by: Connor

Seconded by: Archuleta

Approved as to Form:

  
\_\_\_\_\_  
City Attorney

# Grant Overview Worksheet

**Title of Grant Program:** Transitional Housing Assistance

**Funding Organization:** U.S. Dept. of Housing and Urban Development

**Section Applying:** Neighborhood Services

**Description of Proposed Project:** Through a subcontract with Mesilla Valley Community of Hope (MVCH), these grant funds would be used to provide rental assistance for upto six months for 30-60 homeless and near homeless individuals and families. If awarded, MVCH will require intensive case management and follow up to ensure that tenants are working to become more self-sufficient and to remain permanently housed. Also included will be operating costs for program administration and supportive services, including staff salaries, for MVCH and no operating costs to the City. City staff salaries for this effort will be covered by the CDBG grant funds from HUD.

**Strategic Plan**      **Goal:** Affordable Housing Goals B (Financing) and D (Programs)  
**Objective:** B3 - Financing; D1 - Partnerships; & D2 - increase number of units  
**Strategy:** D1 a (create partnerships) & D2 a (assistance)  
**Performance Budget** **Goal:** Community Development/Neighborhood Services Section  
**Objective:** Number of persons served each fiscal year through monthly rental assistance using HOME or other HUD Funds. **Strategy:** N/A

- Existing City Programs/Efforts** *(Example: request for environmentally-friendly weed management. Parks Section's existing budget and work activities includes weed management)*
- Expansion of Existing Program/Efforts** *(Example: request for advertising to increase public Awareness of the Farmers Market. The advertising campaign will be an increase over current activities/budget.)*
- New Initiative, Not Budgeted** *(Example: request to implement a recreational activity that is currently Not included in the city's recreational programs.)*

**Project Maintenance** *(If the grant specifies that the project must be maintained/operated after the grant period ends, list the requirements:*

This grant is for an initial three-year period and may be renewed after the initial award period for additional years.

**Amount Section anticipates requesting:** \$295,000 for all three years      **Match Requirement (%)**: 100% for rental assistance for the 3 years, which is \$60,000 a year; 20% for operations/administration which is \$38,000 a year. MVCH will be responsible for securing and tracking all match requirements.

**Projected Match**      **In-Kind:**      **Cash: \$203,000**  
**Match Source:** MFA, Donations, Stocker Foundation, Veterans Administration

# Grant Overview Worksheet

**Grant Application Due:** April 25, first draft

**Grant Duration (Months/Years):** 3 years

**MOU or Joint Powers Agreement Required (Yes/No):** No, but it is a sub-agreement or sub-contract between the City and MVCH

**Grant Collaborators (List other city departments or outside agencies):** Mesilla Valley Community of Hope

**Employees To Be Hired** (# to be hired, full-time or part-time position and 1-sentence job responsibilities)

All employees are those assigned to MVCH and not the City which will be retained from current staffing with a portion of those employee's salaries being paid from this grant.

**Grant Manager** (Responsible for contract, project operations, budget management, and reports as prescribed)

**Name:** Jerold Nachison

**Title:** Hsg. Dev. Coordinator

**Phone:** (575) 528-3208

**E-mail:** jnachison@las-cruces.org

**Submitted by:** David Dollahon

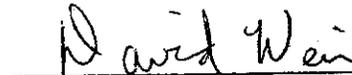
Signature



**Date:** April 10, 2008

**Reviewed & Approved by:** David Weir  
Department Director

Signature



**Date:** April 10, 2008

999 West Amador Avenue  
Las Cruces, New Mexico 88005

PH 505 523-2219  
FX 505 523-8684



Post Office Box 6875  
Las Cruces, New Mexico 88006

email: hope@zianet.com

April 3, 2008

David Dollahon  
Community Development Department  
PO Box 20000  
Las Cruces, NM 88004

Dear Mr. Dollahon:

Mesilla Valley Community of Hope respectfully requests that the City of Las Cruces Community Development Department act as applicant/fiscal agent for a Dept. of Housing Transitional Housing grant for the period of 2009-2012. This application would be part of the Balance of State Continuum of Care application to HUD.

This three-year grant would provide approximately \$295,000 over three years in rental assistance and operating costs to assist up to 60 families with six months rental assistance and case management. This program would provide individuals and families with the rental assistance they need to become more self-sustaining.

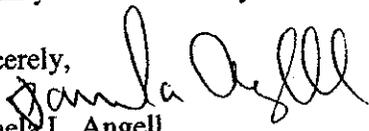
We expect to assist clients from our agency and other agencies in the community with an average of six month's rent, although the program would allow flexibility with the provision of rent anywhere from three to 24 months. This HUD funding will help us provide the carrot and stick that has been lacking for so long in our limited housing programs. Recipients would have to show meaningful progress toward self-sufficiency in order to continue to receive the assistance.

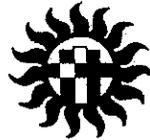
As you may recall, the City had agreed to be the applicant on this grant last year. At that time, however, our application was not chosen for submittal to HUD by the Impartial Review Committee. Since MVCH has a HUD Supportive Services Only grant, we cannot apply for Transitional Housing funds from HUD. This grant basically replaces funding received by MVCH through the City of Las Cruces when Hacienda del Sol disbanded. At that time, MVCH had been serving only homeless individuals. With the expansion of services to include families and children, our staff, budget and client load has doubled.

In order for our agency to continue to provide housing for an increasing number of homeless and near homeless individuals and families, we would need the City to agree to step in again as applicant.

Thank you so much for your consideration.

Sincerely,

  
Pamela L. Angell  
Executive Director



# City of Las Cruces®

PEOPLE HELPING PEOPLE

Executive Summary for *May 5, 2008*

ITEM NUMBER: 7 Resolution/Ordinance Number: 08-266 Council District All

**TITLE:**

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES COMMUNITY DEVELOPMENT DEPARTMENT, IN PARTNERSHIP WITH THE MESILLA VALLEY COMMUNITY OF HOPE, TO APPLY FOR FUNDING FOR A TRANSITIONAL HOUSING ASSISTANCE GRANT FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO PROVIDE RENTAL ASSISTANCE FOR HOMELESS INDIVIDUALS AND FAMILIES.

**STAFF CONTACT:** David Dollahon, Neighborhood Services Administrator, Community Development Department, 528-3060

**BACKGROUND:**

**Purpose(s) of Action:** Authorize submission of Transitional Housing Assistance Grant to HUD for the City and Mesilla Valley Community of Hope

**Key Issues/Contributing Factors:** The City wants to submit a grant application to HUD for a transitional housing assistance program to be administered by Mesilla Valley Community of Hope. If awarded as proposed, the funds would provide rental assistance for up to six months for 30 to 60 homeless or near homeless individuals and families. The grant amount is for a total of \$295,000 over a 3-year period.

**COUNCIL OPTIONS:**

1. **APPROVAL:** Voting Yes on this resolution would authorize the submission of the transitional housing assistance grant application by the City and the City Manager's signature on said application once available from HUD.
2. **DISAPPROVAL:** Voting No would deny the submission by the City of the transitional housing assistance grant to HUD.
3. **MODIFYING:** Modify the Resolution based on Council's direction. This could include adding additional conditions or clarifications related to the program and/or grant application.
4. **Table/Postpone** the Resolution and direct staff accordingly.



# City of Las Cruces®

PEOPLE HELPING PEOPLE

**Council Action Form**  
 For Meeting of May 5, 2008  
 (Adoption Date)

**TITLE:**

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES COMMUNITY DEVELOPMENT DEPARTMENT, IN PARTNERSHIP WITH THE MESILLA VALLEY COMMUNITY OF HOPE, TO APPLY FOR FUNDING FOR A TRANSITIONAL HOUSING ASSISTANCE GRANT FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO PROVIDE RENTAL ASSISTANCE FOR HOMELESS INDIVIDUALS AND FAMILIES.

**BACKGROUND:**

The City of Las Cruces Community Development Department desires, in partnership with the Mesilla Valley Community of Hope, to apply for U.S. Housing and Urban Development (HUD) funding in the form of a Transitional Housing Assistance Grant through the Continuum of Care for the State of New Mexico. The amount of funding to be requested is up to \$295,000 for a three-year grant period. The deadline for submitting applications is expected to be May or June 2008.

If awarded, grant funds will be used to provide for 30 to 60 homeless and near homeless families and individuals with tenant-based rental assistance for up to six months in Las Cruces. The grant requires Mesilla Valley Community of Hope to provide intensive case management and tenant follow-up to ensure that the families are working toward self-sufficiency. The grant includes a portion for program operating costs, including administration, supportive services, and staff salaries.

(Continued on Page 2)

<b>Name of Drafter:</b> David Dollahon <i>DD</i>		<b>Department:</b> Community Development		<b>Phone:</b> 528-3060	
<b>Account Number</b>		<b>Amount of Expenditure</b>		<b>Budget Amount</b>	
N/A		N/A		N/A	
<b>Strategic Plan Goal / Objective / Strategy Addressed:</b> Affordable Housing – Goals B, Objective 3 (Financing) & Goal D: Objective 1 (Partnerships) & Objective 2a (Increase # of Units: assistance)					
<b>Performance Budget Goal / Objective Addressed:</b> CD/NS - # of rental housing units assisted					
<b>Department</b>	<b>Signature</b>	<b>Phone</b>	<b>Department</b>	<b>Signature</b>	<b>Phone</b>
Community Development	<i>DD</i>	528-3067	Budget	<i>[Signature]</i>	541-2300
			Assistant City Manager	<i>[Signature]</i>	541-2271
Legal	<i>[Signature]</i>	541-2128	City Manager	<i>[Signature]</i>	541-2276

The City is the applicant for this grant due to other grants awarded by HUD directly to Mesilla Valley Community of Hope which prevents them from applying for these funds directly. If awarded, the City would serve as grantee and fiscal agent with limited involvement in the actual operations of the program's implementation and the City will not receive any administrative expenses or fee for our efforts.

This need is recognized in the City's 2006-2010 Consolidated Plan as one of the six strategic goals by assisting special needs population with social service and housing assistance. Two of the objectives under this goal are to continue to fund housing programs and to increase affordable housing opportunities for special needs populations. This effort is also included under the Affordable Housing Strategic Plan for the City, which encourages both funding pursuit and partnership development. Additionally, the City's FY2009 performance measures for the Neighborhood Services Section of the Community Development Department has a goal to provide rental assistance to 100 individuals and families using HUD funds.

City staff will seek Council approval by separate resolution to approve the acceptance of the grant funding, if awarded, and formal approval of the agreements with Mesilla Valley Community of Hope for implementation of the program, at a later date.

**SUPPORT INFORMATION:**

1. Resolution
2. Exhibit "A" Grant Overview Worksheet
3. Letter dated April 3, 2008 from Pamela Angell to David Dollahon requesting authorization on grant application submittal

**COUNCIL OPTIONS:**

1. **APPROVAL:** Voting Yes on this resolution would authorize the submission of the transitional housing assistance grant application by the City and the City Manager's signature on said application once available from HUD.
2. **DISAPPROVAL:** Voting No would deny the submission by the City of the transitional housing assistance grant to HUD.
3. **MODIFYING:** Modify the Resolution based on Council's direction. This could include adding additional conditions or clarifications related to the program and/or grant application.
4. Table/postpone the Resolution and provide direction to staff.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

February 19, 2009

Ms. Vera Zamora  
Housing Development Coordinator  
City of Las Cruces, New Mexico  
575 S. Alameda  
Las Cruces, NM 88005

Dear Ms. Zamora:

Congratulations! I am delighted to inform you that the homeless assistance application(s) submitted by your organization in the 2008 McKinney-Vento homeless assistance competition was selected for funding in the amount of \$740,497. Enclosed is a list that contains the name of the individual projects and the project number for each funded application.

The Continuum of Care (CoC) Homeless Assistance Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of homeless men, women and children through their local planning efforts and through the direct housing and service programs funded in this year's competition. The programs and CoCs funded through the CoC Homeless Assistance Program continue to illustrate their value by improving accountability and performance every year. I commend you on the outstanding work of your program, and encourage you to continue to strive for excellence in the fight against homelessness.

Congratulations again on your award. You will be receiving a letter from your local HUD field office providing more information about finalizing your award. We are counting on you to use these important resources in a timely and effective manner.

Sincerely,

Nelson R. Bregón  
General Deputy Assistant Secretary

Enclosure(s)

Enclosure

NM0023C6B010800  
NM-501 - NEW - Shelter Plus Care (S+C)  
\$ 330,720

NM0025B6B010800  
NM-501 - NEW - Supportive Housing Program (SHP)  
\$ 311,353

NM0030C6B010801  
NM-501 - REN - Shelter Plus Care (S+C)  
\$ 98,424

Total Award : \$740,497