Substantial Amendment
Emergency Solutions Grant - Program Year 2011
OVERVIEW

The purpose of this document is to describe substantial amendments made to the use of Emergency Shelter Grant funds described in the City of Pasadena’s 2011-2012 Annual Action Plan for the use of federal funds awarded by HUD.

HUD’s first allocation of Emergency Shelter Grant funds for the fiscal year (FY) 2011-2012 was in the amount of $84,322 authorized under the HUD Mckinney-Vento Homeless Act. A second allocation of funds had been awarded under a new program known as the Emergency Solutions Grant (ESG) in the amount of $47,431. These funds were authorized under the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act). Amendments to the former program include anew definition of homelessness and additional requirements for the administration of the second allocation and subsequent ESG funding.

In 2011, the City received a second allocation of ESG funds totaling $47,431.00. In regards to the City’s original 2011 Substantial Amendment, the City of Pasadena is proposing to make a second substantial amendment. The Amendment is reflective of additional information, resources and consultations completed and received by the City of Pasadena Community Development Department since the initial 2011 Substantial Amendment was submitted. This Amendment is necessary to allow the change in the use of Federal HUD funding processes as stated in 24 CFR 91.105.

In accordance with HUD requirements described in the Notice of the FY 2011 Substantial Amendment Process and Other Related Information for Recipients of Emergency Solutions Grants Program Funds (“the Notice”, Docket No. FR-5594-N-01, January 27, 2012), this substantial amendment addresses award and administration of the received $47,431.00, and includes the following HUD-required components:

- Summary of Consultation Process;
- Summary of Citizen Participation Process;
- Match;
- Proposed Activities and Overall Budget;
- Written Standards for Provision of ESG Assistance;
- Making Sub-Awards;
- Homeless Participation Requirements;
- Performance Standards; and
- Standard Form 424 and Certifications (signed forms will be included in final document to HUD)

SUMMARY OF CONSULTATION WITH THE CONTINUUM OF CARE

Throughout the substantial amendment process, the City of Pasadena has consulted with the Coalition for the Homeless of Houston/Harris County (the Coalition), which is the lead agency for the local Continuum of Care (CoC). The City worked with the Coalition on determining how to allocate ESG funding for eligible activities; developing performance standards for ESG-funded activities and operation and administration of the Homeless Management Information System (HMIS). Discussions included, but were not limited to, the setting of priorities for ESG funding, the need to continue to make funding available for emergency shelter activities, how to strategically and efficiently utilize the limited amount of reallocated funds and HUD regulations and guidance for
use of the funds. In addition, the City continues to regularly consult with the CoC through participation in the CoC Steering Committee, which holds regular monthly meetings as well as participation in the ESG Funders Workgroup.

The CoC would prefer to see funds provided to the community for Rapid Re-Housing activities; however, the need for Homeless Prevention is higher in the Pasadena Area. If applications are submitted by local homeless service providers for the request of funds for Rapid Re-housing, programs will be considered for these activities.

SUMMARY OF CITIZEN PARTICIPATION

The City of Pasadena’s Citizen Participation Plan requires the following actions for substantial amendments to the Annual Action Plan:

1. Amendment shall be available for public comment for a period of thirty (30) days before submission to City Council for approval. A summary of all comments received in writing, or verbally, during the comment period, must be attached to the substantial amendment upon submission to HUD.

2. The City publishes notices of two (2) public hearings during the development of the Action Plan amendments.

The City must hold at least one public hearing during the development of the substantial amendments to the plan to obtain citizen views; however, to give citizens ample opportunity to voice their comments or concerns the City held two public hearings. A public notice was placed in the local newspaper, The Pasadena Citizen, on January 24, 2014 to notify the public about the proposed substantial amendment to the 2011 Annual Action Plan for the Emergency Solutions Grants Program. In the publication, dates and locations were listed for the scheduled public hearings, and the thirty-day comment period ending February 25, 2014. A major goal of the Community Development Department is to gain more involvement from the citizens of Pasadena; therefore, utilization of the City’s webpage has become a hopeful tool. Public notices have been listed on the webpage, in addition to other critical information regarding plans and amendments. The public hearings were scheduled as follows:

City Hall Main Conference Room
1211 Southmore Avenue, Pasadena, TX 77502
February 11, 2014 from 10:00 a.m. – 11:00 a.m.
February 12, 2014 from 3:00 p.m. – 4:00 p.m.

SUMMARY OF PUBLIC COMMENTS

No Public Comments were received.

PROGRAM CONTACT INFORMATION

The administering department for these funds is the City of Pasadena Community Development Department. More information concerning the ESG funding and programs can be obtained by contacting Ashley Edwards, Acting Program Administrator at (713) 475-7294 or via email AEEdwards@ci.pasadena.tx.us.
A copy of the substantial amendment may be obtained by citizens for review at the following locations during business hours:

- **City of Pasadena Community Development Department**
  Municipal Services Building, Suite 312
  1114 Davis St.
  Pasadena, Texas  77506

- **City of Pasadena City Hall**
  1211 Southmore Ave.
  Pasadena, Texas  77502

- **City of Pasadena Main Public Library**
  1201 Jeff Ginn Memorial Dr.
  Pasadena, Texas  77506

- **City of Pasadena Fairmont Library**
  4330 Fairmont Pkwy.
  Pasadena, Texas  77504

**MATCH**

As a result of federal mandate, all jurisdictions are required to contribute 100% of the project through public or private sources of required match. The City will meet the required dollar for dollar ESG match requirements by requiring funded service providers to match their award dollar for dollar with eligible match sources. Sources of match contributions will include in-kind donations, cash, volunteer hours and case manager salaries.

**PROPOSED ACTIVITIES AND OVERAL BUDGET**

**DISCUSSION OF FUNDING PRIORITIES**

The City of Pasadena has been working closely with local homeless shelters and service providers as well as the Coalition for the Homeless of Houston/Harris County (Coalition) and participating as a member of the Continuum of Care Steering Committee. As a result, we have gained a greater understanding of community needs and have been able to refine program goals and objectives.

In 2011, it was presented as a substantial amendment to utilize the 2011 Second Allocation of Emergency Solutions Grants Program (ESG) funds towards the Homeless Information Management System (HMIS) Component of the program. Once consulting with the local service providers, it has been determined that the 2011 Second Allocation, totaling $47,431.00, will better serve the homeless population by contributing to the Emergency Shelter and Homeless Prevention program components. In addition, the City would like to reprogram remaining program administration funds in the amount of $1,836.59 towards this substantial amendment. The total amount of $49,267.59 is to be reprogrammed with this Substantial Amendment.

According to 24 CFR 576.100(b), the total amount of the recipient’s fiscal year grant that may be used for street outreach and emergency shelters activities cannot exceed the greater of 60 percent of the recipient fiscal year grant; or the amount of Fiscal Year 2010 grant funds committed for homeless assistance activities. In 2011, the initial allocation totaling $84,322 was distributed for Program Administration, Emergency Shelter and Homeless
Prevention activities. The amount of $60,105.90 previously funded Emergency Shelter activities; therefore, to remain in compliance of the 60 percent cap mentioned above, the maximum amount allowed to fund Emergency Shelter and Street Outreach projects is $18,945.90. The remaining amount of $30,321.69 will be made available to service providers for Homeless Prevention activities.

Due to the delay in obligation of these funds, the City has submitted a workout plan to HUD to allow utilization of the funds to benefit individuals at risk of becoming homeless and the homeless population of Pasadena. The funds mentioned in this substantial amendment must be reallocated, obligated and expended on or before the required expenditure deadline of July 17, 2014. In accordance with 24 CFR Part 576.203 (b), 100% of the recipient’s grant must be expended for eligible activities cost within 24 months after HUD signs the agreements with the recipient.

The City chose to reallocate funds to the proposed activities described in the previous section based on the Interim Rule (FR-5594-I-01) and the Notice of the Fiscal Year 2011 Substantial Amendment Process and Other Related Information for Recipients of Emergency Solutions Grants Program Funds (FR-5594-N-01). The priorities were also chosen based on consultation with the local CoC and in efforts to support the City’s goal to end homelessness in Pasadena.

<table>
<thead>
<tr>
<th>Funding Sources Spreadsheet</th>
<th>ESG Program Year (PY) 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESG PY2011 Initial Award</td>
<td>$ 84,322.00</td>
</tr>
<tr>
<td>ESG PY2011 Second Allocation</td>
<td>$ 47,431.00</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$ 131,753.00</td>
</tr>
<tr>
<td>ESG Reprogrammed Funds (PY2011)</td>
<td>$ 49,267.59</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Activity/Project</td>
<td>Plan Amount</td>
</tr>
<tr>
<td>Shelter Component</td>
<td></td>
</tr>
<tr>
<td>Project Joy &amp; Hope, TX</td>
<td>$ 15,052.95</td>
</tr>
<tr>
<td>The Bridge Over Troubled Waters</td>
<td>$ 15,052.95</td>
</tr>
<tr>
<td>Cross in the City</td>
<td>$ 15,000.00</td>
</tr>
<tr>
<td>Sarah's House</td>
<td>$ 15,000.00</td>
</tr>
<tr>
<td>Total Shelter</td>
<td>$ 60,105.90</td>
</tr>
<tr>
<td>Homeless Prevention</td>
<td></td>
</tr>
<tr>
<td>Pasadena Community Ministries</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>Total Homeless Prevention</td>
<td>$ 20,000.00</td>
</tr>
<tr>
<td>Administration</td>
<td></td>
</tr>
<tr>
<td>Program Administration</td>
<td>$ 4,216.10</td>
</tr>
<tr>
<td>Total Administration</td>
<td></td>
</tr>
<tr>
<td>HMIS Component</td>
<td></td>
</tr>
<tr>
<td>TOTAL 2011 ESG Funds</td>
<td>$ 84,322.00</td>
</tr>
</tbody>
</table>
WRITTEN STANDARDS FOR PROVISION OF ESG ASSISTANCE

1. Standard policies and procedures for evaluating individuals' and families' eligibility under ESG:

   All ESG-assisted households must meet the revised definition of homelessness posted by HUD on November 15, 2011. More specifically, those served with homelessness prevention assistance must have incomes at or below 30% AMI and are at risk of becoming homeless and residing in a place not meant for human habitation, and without other housing resources.

   An initial evaluation to determine program eligibility of individuals and/or families will be conducted by the agencies/service providers. It will establish the kind and the amount of assistance needed. Evaluations will be conducted in accordance with the requirements set forth under 576.400(d) and the written standards established under 576.400(e).

   Agencies/service providers will reassess the eligibility of individuals and/or families; the kind and amount of assistance needed for program participants receiving homelessness prevention services will be reassessed monthly. Each reassessment of eligibility will ascertain that: i) the program participant does not have an annual income that exceeds 30% of the median family income for the area, as determined by HUD; ii) the program participant lacks sufficient resources and support network necessary to retain housing without ESG assistance.

   In order to establish the annual income of individuals and/or families, agencies/service providers must make use of the standard method prescribed under 24 CFR 5.609.

   All participants must receive an exit assessment that is entered into HMIS or comparable-level database.

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

   In order to be funded with ESG funds, an agency/service provider is required to be an active member of the Continuum of Care (CoC). Coordination among different agencies/service providers to assist the homeless and prevent homelessness will be led by the CoC. The CoC will further engage and coordinate resources to improve current programs and funding strategies, and provide ongoing training as procedures are refined.

3. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.

   The City will allow ESG-funded agencies that provide rapid re-housing and homelessness prevention services to determine the prioritization of eligible families. The determination should be based on a risk
assessment completed during a screening process. It is encouraged that priorities exist, but is not limited to the following: families with children and elderly and disabled persons that do not require permanent supportive housing.

4. 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.

The City will allow ESG-funded agencies that provide rapid re-housing and homelessness prevention services to determine participant share of rent and utilities costs based on their program design and the trends of the specific population served. It is encouraged that participants share in rent and utility costs if they have the ability to pay, unless there are other justifiable reasons why 100% of ESG-assistance should be provided.

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

Agencies shall assist individuals and/or families for no more than 24 months, during any 3-year period — in accordance with the general conditions under 576.103 and 576.104. Assistance provided may be short-term rental assistance, medium-term rental assistance, payment of rental arrears, or any combination thereof.

- Short-term rental assistance is to be limited to a maximum of 3 months of rent
- Medium-term rental assistance shall extend for more than 3 months, but not to exceed more than 24 months of rent.
- Payments of rental arrears consist of a one-time payment for up to 6 months of rent in arrears, including any late fees on those arrears.

6. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, such as the maximum amount of assistance, maximum number of months the program recipient receives assistance; or the maximum number of times the program participant may receive assistance.

The standard for determining the type, amount, and duration of housing stabilization and/or relocation services to program participants will be determined by ESG-funded agencies, as long as not more than 24 months of these services are provided within a 3-year period. Housing relocation and stabilization services include financial assistance activities such as moving costs rental application fees, security deposits, last month’s rent, utility deposits and utility payments; and services such as housing search and placement, housing stability and case management, mediation, legal services, and credit repair.
The City encourages agencies to assess the amount and type of assistance provided based on the level of services needed for participants to become self-sufficient. When a substantial amount of assistances is provided, the City should have access to clear documentation that supports the amount and type of assistance provided.

**MAKING SUB-AWARDS**

Project selection for funding takes into consideration the greatest community needs and the effectiveness of organizations assisting the community. The City of Pasadena awards funding through a competitive request for proposal process. The City will release a Request for Proposals (RFP) for the amount of $49,267.59. The scope of services will include Emergency Shelter, Homeless Prevention and Homeless Management Information System (HMIS) services. Staff plans to allocate up to $18,945.90 for Emergency Shelter and $30,321.69 for Homeless Prevention assistance. If necessary, the agencies may be allowed to request funds within their budgets for HMIS administration costs.

The Community Development Review Board will use the evaluation criteria listed below to score RFP responses. The recommendation will be presented to the Community Development Board which is composed of appointed citizens. The Community Development Review Board will vote and provide their recommendation that will then be reviewed and approved by the City Council.

**Evaluation Criteria:**

- **Applicant Capacity** – Up to **20 points** will be awarded based on the extent to which the application demonstrates the capacity of the applicant agency. The application must demonstrate that the agency staff has adequate credentials and experience to carry out the proposed project.

- **Project quality** - Up to **20 points** will be awarded based on the extent to which the application demonstrates the quality of the project. The housing and services proposed must be appropriate to the needs of the persons to be served.

- **Need for Project** – Up to **30 points** may be awarded based on the extent to which the application demonstrates the need for the project. It must describe the need for the specific project in relation to existing services.

- **Operational Feasibility** – Up to **30 points** may be awarded based on the extent to which the application demonstrates the feasibility of the project. The application must include:
  1. Clear and complete plans for implementing the project;
  2. Adequate committed funding to implement the project;
  3. An adequate strategy for securing additional support and commitment;
  4. Adequate number of well-trained staff to carry out the proposed project;
  5. Indicators that demonstrate that the project is ready to be implemented;
  6. The availability of dollar for dollar matching funds for the ESG request.
**HOMELESS PARTICIPATION REQUIREMENTS**

The City will contractually require all ESG subrecipients to document consultation with homeless or formerly homeless individuals in considering and making policies and decisions regarding any ESG-funded activity as listed in 24 CFR § 576.405.

**PERFORMANCE STANDARDS**

The City will evaluate each subrecipient agency/service provider’s effectiveness, such as how well the service provider succeeded at: 1) Targeting those who need the assistance most; 2) reducing the number of people living on the street or in emergency shelters; 3) shortening the time people spend homeless; and 4) reducing each program participant’s housing barriers or housing stability risks.

Outcomes by activity are described below:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Output/Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Emergency Shelter</strong></td>
<td>Number of persons:</td>
</tr>
<tr>
<td></td>
<td>- Placed in shelter or safe havens</td>
</tr>
<tr>
<td></td>
<td>- With more non-cash benefits at program exit</td>
</tr>
<tr>
<td></td>
<td>- Receiving case management</td>
</tr>
<tr>
<td><strong>Homelessness Prevention/ Rapid Re-housing</strong></td>
<td>Number of persons:</td>
</tr>
<tr>
<td></td>
<td>- Who maintained their permanent housing for 3 months</td>
</tr>
<tr>
<td></td>
<td>- Exiting to permanent housing destinations</td>
</tr>
<tr>
<td></td>
<td>- With higher income at program exit</td>
</tr>
<tr>
<td></td>
<td>- With more non-cash benefits at program exit</td>
</tr>
<tr>
<td></td>
<td>- Receiving Case management</td>
</tr>
</tbody>
</table>

In order to successfully record performance outcomes, the CoC system requires that once a household is enrolled in an ESG program, non-domestic violence agencies must complete an initial HUD Intake Assessment within the HMIS system (ETO), the HUD Mid-Program Assessment, and the HUD Exit Assessment throughout the program. Performance will be reported to the City using the HMIS generated reports.

Domestic Violence Organizations will provide the same data utilizing their similar data systems.

Reassessments are required for program participants receiving homelessness prevention assistance and rapid re-housing assistance. Participants receiving homelessness prevention must be reassessment monthly; rapid re-housing participants must be reassessed at least quarterly. All participants must receive an exit assessment and enter it into HMIS or a comparable-level database.
MONITORING PROCESS

The purpose of monitoring activities funded by HUD, and administered by the City of Pasadena Community Development Department, are to see that the activity/project has been successfully carried out and to ensure compliance with all applicable regulations. Where the activity is to be performed by a Subrecipient Agency, a contract between the Subrecipient and the City is approved by the City Council. The contract provisions clearly state what the project entails: scope of services, service area, and project budget, time of completion and applicable rules and regulation requirements.

The monitoring process consists of six steps:

- Notification to Subrecipient of scheduled on-site monitoring visit.
- Entrance conference with Subrecipient staff to explain what will be examined during visit.
- Review of documents justifying expenditures and work completed or in progress, to determine the quality of the work and whether or not it complies with regulations and codes.
- Exit conference to report tentative conclusions and findings to the Subrecipient staff.
- Written follow-up detailing any problems found and asking for a response explaining how the problems will be corrected.
- Additional follow-up visit to verify all problems have been corrected.

In most cases monitoring visits will be conducted once work is complete, but in some cases, particularly with new Subrecipient Agencies more frequent monitoring visits may be preferred through the review of files to track performance and compliance of on-going activities. Throughout the project, timeliness and expenditures will be reviewed and compared to budgets and schedules to assure that the project is steadily moving toward completion.
Appendixes

Contents

Public Notice................................................................. Appendix A
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Appendix A

Public Notice
PUBLIC NOTICE
CITY OF PASADENA COMMUNITY DEVELOPMENT DEPARTMENT
2011 CONSOLIDATED ACTION PLAN AMENDMENT PUBLIC HEARINGS

Emergency Solutions Grants Program (ESG)

The City of Pasadena Community Development Department proposes to amend its approved 2011 Action Plan for Emergency Solutions Grants Program (ESG). The Consolidated Plan regulations at 24 CFR 91.505 state that a jurisdiction shall amend its approved plan whenever it makes one of the following decisions:

1. To make a change in its allocation priorities or a change in the method of distribution of funds;
2. To carry out an activity, using funds from any program covered by the Consolidated Plan (including program income), not previously described in the Action Plan; or
3. To change the purpose, scope, location or beneficiaries of an activity.

In addition, the City of Pasadena has identified in its Citizen Participation Plan the criteria it uses for determining what constitutes substantial amendments that are subject to a citizen participation process, in accordance with the City’s Citizen Participation Plan. The definitions and/or criteria for what constitutes a substantial change for the purpose of amending the Consolidated Plan are as follows:

1. Addition of a new activity or project not previously described in its Consolidated or Action Plan.
2. Change in the purpose, scope, or beneficiaries of an activity or project previously described in its Consolidated or Action Plan.
3. Change in the use of funds.
4. Change in an activity or project (previously described in its Consolidated or Action Plan) total dollar amount allocated or budgeted by more than 25 percent.

Therefore, the City of Pasadena Community Development Department requests a substantial amendment for the reallocation of $49,267.59 of 2011 ESG funds from the Program Administration Component ($1,836.59) and the HMIS Component ($47,431.00) to the Emergency Shelter and Homelessness Prevention Components.

The public hearings will be held by the City of Pasadena Community Development department:

City Hall Main Conference Room
1211 Southmore Avenue, Pasadena, TX 77502
February 11, 2014 from 10:00-11:00 a.m.
February 12, 2014 from 3:00-4:00 p.m.

The public is encouraged to attend the hearings and/or submit written comments. The required thirty (30) day comment period will begin January 27, 2014 and end February 25, 2014. All comments must be received by the Community Development Department, P.O. Box 672, Pasadena, TX 77501 by February 25, 2014 for consideration of the Community Development Board. In compliance with the American Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) should notify the Community Development Department at (713) 475-7294 or may call the City of Pasadena through Relay Texas, 1-800-735-2989 (TDD) or 1-800-735-2988 (VOICE), at least 24 hours in advance of scheduled hearing date. Also, a Spanish speaker will be present during the public hearing upon 24 hour request.
AVISO PÚBLICO
DEPARTAMENTO DE DESARROLLO COMUNITARIO DE LA CIUDAD DE PASADENA
AUDIENCIAS PÚBLICAS PARA LA ENMIENDA DEL PLAN CONSOLIDADO DE ACCIÓN DEL AÑO 2011
Programa de Emergency Solutions Grants (ESG)

El Departamento de Desarrollo Comunitario de la Ciudad de Pasadena propone enmendar su Plan de Acción aprobado del año 2011 para el Programa Emergency Solutions Grants (ESG). Las regulaciones de Planes Consolidados en 24 CFR 91.505 dice que una jurisdicción enmendará su plan aprobado siempre que haga una de las decisiones siguientes:
1. Para realizar un cambio en sus prioridades de la asignación o un cambio en el método de distribución de fondos;
2. Para realizar una actividad, usando fondos de cualquier programa bajo el Plan Consolidado (incluyendo ingresos del programa), no antes definidos en el Plan de Acción; o
3. Para cambiar el propósito, el alcance, la localización o a los beneficiarios de una actividad.
Además, la ciudad de Pasadena ha identificado en su Plan de Participación del Ciudadano los criterios que utiliza para determinarse qué constituye las enmiendas sustanciales que están conforme a un proceso de la participación del ciudadano, de acuerdo con el Plan de la Participación del Ciudadano de la Ciudad. Las definiciones y/o los criterios para qué constituyen un cambio sustancial con el fin de enmendar el Plan Consolidado son los siguientes:
1. Adición de una nueva actividad o proyecto descrito no previamente en su Plan Consolidado o de Acción.
2. Cambio en el propósito, el alcance, o los beneficiarios de una actividad o de un proyecto descrito previamente en su Plan Consolidado o de Acción.
3. Cambio en el uso de los fondos de CDBG.
4. Cambio en cantidad total de dólar asignado o presupuestado a una actividad o proyecto (previamente descrito en el Plan Consolidado o de Acción) por más del 25 porcento.

Por lo tanto, el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena solicita una enmienda sustancial para la reasignación de $49,267.59 de fondos de 2011 ESG de la Administración de Programa Componente ($1,836.59) y del Componente de HMIS ($47,431.00) a los Componentes de Vivienda por Emergencia y Prevención de Estar Sin Hogar.

Las audiencias públicas serán llevadas acabo por el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena:
Sala de Conferencia Principal en City Hall
1211 Southmore Avenue, Pasadena, TX 77502
Febrero 11, 2014 de 10:00-11:00 a.m.
Febrero 12, 2014 de 3:00-4:00 p.m.

Se anima al público que atienda las audiencias y/o someta comentarios por escrito. El periodo para comentarios de 30 días comenzara Enero 27, 2014 y se acabara Febrero 25, 2014. Todos los comentarios deben ser enviados al Departamento de Desarrollo Comunitario, P.O. Box 672, Pasadena, TX 77501 antes de Febrero 25, 2014 para consideración de el Consejo de Desarrollo Comunitario. De acuerdo con el Acta Americana de Des habilidad, individuos que necesitan comodidades especiales (incluyendo ayudas y servicios comunicativos auxiliares) deben notificar al Departamento de Desarrollo Comunitario al (713) 475-7294 o pueden llamar a la Ciudad de Pasadena por medio de Relay Texas, 1-800-735-2989 (TDD) o 1-800-735-2988 (VOZ), por lo menos 24 horas antes de la fecha programada para la audiencia. También, un traductor en Español estará presente durante la audiencia pública a petición de por lo menos 24 horas antes.
STATE OF TEXAS
COUNTY OF HARRIS

Personally appeared before the undersigned, a Notary Public within and for said County and State, Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of the Pasadena Citizen, a newspaper of general circulation in the County of Harris, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

26th day of January, 2014

__________________________________________
Publisher's Representative

Sworn to and subscribed before me this 7th day of January, 2014.

__________________________________________
Notary Public

My commission expires on (stamp)
PUBLIC NOTICE
CITY OF PASADENA COMMUNITY DEVELOPMENT DEPARTMENT
2011 CONSOLIDATED ACTION PLAN AMENDMENT PUBLIC HEARINGS
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In addition, the City of Pasadena has identified in its Citizen Participation Plan the criteria it uses for determining what constitutes substantial amendments that are subject to a citizen participation process, in accordance with the City's Citizen Participation Plan. The definitions and/or criteria for what constitutes a substantial change for the purpose of amending the Consolidated Plan are as follows:

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February 11, 2014 from 10:00-11:00 a.m.
February 12, 2014 from 3:00-4:00 p.m.

The public is encouraged to attend the hearings and/or submit written comments. The required thirty (30) day comment period will begin January 27, 2014 and end February 25, 2014. All comments must be received by the Community Development Department, P.O. Box 672, Pasadena, TX 77501 by February 25, 2014 for consideration at the February 25, 2014 meeting of the Community Development Board. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) should notify the Community Development Department at (713) 475-7294 or may call the City of Pasadena Relay Texas, 1-800-735-2989 (TDD) or 1-800-735-2988 (VOICE), at least 24 hours in advance of scheduled hearing date. Also, a Spanish speaker will be present during the public hearing upon 24 hour request.

AVISO PUBLICO
DEPARTAMENTO DE DESARROLLO COMUNITARIO DE LA CIUDAD DE PASADENA
AUDIENCIAS PUBLICAS PARA LA ENMIENDA DEL PLAN CONSOLIDADO DE ACCION DEL AÑO 2011

El Departamento de Desarrollo Comunitario de la Ciudad de Pasadena propone enmendar su Plan de Acción aprobado del año 2011 para el Programa Emergency Solutions Grants (ESG). Las regulaciones de Planes Consolidados en 24 CFR 91.505 dice que una jurisdicción enmendará su plan aprobado siempre que haga una de las decisiones siguientes:

1. Para realizar un cambio en sus prioridades de la asignación o un cambio en el método de distribución de fondos.
2. Para realizar una actividad, usando fondos de cualquier programa bajo el Plan Consolidado (incluyendo ingresos del programa), no antes definidos en el Plan de Acción; o
3. Para cambiar el propósito, el alcance, la localización o a los beneficiarios de una actividad.

Además, la ciudad de Pasadena ha identificado en su Plan de Participación del Ciudadano los criterios que utiliza para determinarse qué constituye las enmiendas sustanciales que están conforme a un proceso de la participación del ciudadano, de acuerdo con el Plan de la Participación del Ciudadano de la Ciudad. Las definiciones y/o los criterios para qué constituyen un cambio sustancial con el fin de enmendar el Plan Consolidado son los siguientes:

1. Adición de una nueva actividad o proyecto descrito no previamente en su Plan Consolidado o de Acción.
2. Cambio en el propósito, el alcance, o los beneficiarios de una actividad o de un proyecto descrito previamente en su Plan Consolidado o de Acción.
3. Cambio en el uso de los fondos de CDBG.
4. Cambio en cantidad total de dólar asignado o presupuestado a una actividad o proyecto (previamente descrito en el Plan Consolidado o de Acción) por más del 25 porciento.

Por lo tanto, el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena solicita una enmienda sustancial para la reasignación de $49,267.59 de fondos de 2011 ESG de la Administración de Programa Componente ($1,836,59) y del Componente de HMIS ($47,431.00) a los Componentes de Vivienda por Emergencia y Prevención de Estar Sin Hogar.

Las audiencias públicas serán llevadas acabo por el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena:
Sala de Conferencia Principal en City Hall
1211 Southmore Avenue, Pasadena, TX 77502
Febrero 11, 2014 de 10:00-11:00 a.m.
Febrero 12, 2014 de 3:00-4:00 p.m.

Se anima al público que asista a las audiencias y/o someta comentarios por escrito. El periodo para comentarios, que comenzará el 27 de Enero, 2014 y acabará el 25 de Febrero, 2014. Todos los comentarios deben ser enviados al Departamento de Desarrollo Comunitario, P.O. Box 672, Pasadena, TX 77501 antes de Febrero 25, 2014 para consideración del Consejo de Desarrollo Comunitario. De acuerdo con el Acta Americana de Deshabilidad, individuos que necesiten comodidades especiales (incluyendo ayudas y servicios comunicativos auxiliares) deben notificar al Departamento de Desarrollo Comunitario al (713) 475-7294 o pueden llamar a la Ciudad de Pasadena por medio de Relay Texas, 1-800-735-2989 (TDD) o 1-800-735-2988 (VOZ), por lo menos 24 horas antes de la fecha programada para la audiencia. También, un traductor en Español estará presente durante la audiencia pública a petición de por lo menos 24 horas antes.

PC 126
PUBLIC NOTICE
CITY OF PASADENA COMMUNITY DEVELOPMENT DEPARTMENT
2011 CONSOLIDATED ACTION PLAN AMENDMENT PUBLIC HEARINGS
Emergency Solutions Grants Program (ESG)
The City of Pasadena Community Development Department proposes to amend its approved 2011 Action Plan for Emergency Solutions Grants Program (ESG). The Consolidated Plan regulations at 24 CFR 91.505 state that a jurisdiction shall amend its approved plan whenever it makes one of the following decisions:
1. To make a change in its allocation priorities or a change in the method of distribution of funds;
2. To carry out an activity using funds from any program covered by the Consolidated Plan (including program income), not previously described in the Action Plan; or
3. To change the purpose, scope, location or beneficiaries of an activity.
In addition, the City of Pasadena has identified in its Citizen Participation Plan the criteria it uses to determine when substantive amendments that are subject to a Citizen Participation process, in accordance with the City's Citizen Participation Plan. The definitions and criteria for what constitutes a substantial change for the purpose of amending the Consolidated Plan are as follows:
1. Addition of a new activity or project not previously described in its Consolidated or Action Plan.
2. Change in the purpose, scope, or beneficiaries of an activity or project previously described in its Consolidated or Action Plan.
3. Change in the use of funds.
4. Change in an activity or project (previously described in its Consolidated or Action Plan) total dollar amount allocated or budgeted by more than 25 percent.
Therefore, the City of Pasadena Community Development Department requests a substantial amendment for the reallocation of $49,267.59 of 2011 ESG funds from the Program Administration Component ($1,836.59) and the HMIS Component ($47,431.00) to the Emergency Shelter and Homelessness Prevention Components.
The public hearings will be held by the City of Pasadena Community Development department:
City Hall Main Conference Room
1211 Southmore Avenue, Pasadena, TX 77502
February 11, 2014 from 10:00-11:00 a.m.
February 12, 2014 from 3:00-4:00 p.m.
The public is encouraged to attend the hearings and/or submit written comments. The required thirty (30) day comment period will begin January 27, 2014 and end February 25, 2014. All comments must be received by the Community Development Department, P.O. Box 672, Pasadena, TX 77501. All comments must be submitted by the Community Development Department, P.O. Box 672, Pasadena, TX 77501. By February 25, 2014 for consideration of the Community Development Board. In accordance with the Americans with Disabilities Act, any requests for special accommodations (including auxiliary communicative aids and services) shall be notified to the Community Development Department at (713) 475-7294 on any other suitable means.
AVISO PUBLICO
DEPARTAMENTO DE DESARROLLO COMUNITARIO DE LA CIUDAD DE PASADENA
AUDIENCIAS PUBLICAS PARA LA ENMIENDA DEL PLAN CONSOLIDADO DE ACCION DEL AÑO 2011
Programa de Emergencia Soluciones Gral (ESG)
El Departamento de Desarrollo Comunitario de la Ciudad de Pasadena propone enmendar su Plan de Acción aprobado del año 2011 para el Programa Emergencia Soluciones Gral (ESG). Las regulaciones de Planes Consolidados en 24 CFR 91.505 dice que una jurisdicción enmendará su plan aprobado siempre que haga una de las decisiones siguientes:
1. Para realizar un cambio en sus prioridades de la asignación o un cambio en el método de distribución de fondos;
2. Para realizar una actividad, usando fondos de cualquier programa bajo el Plan Consolidado (incluyendo ingresos del programa), no antes definidos en el Plan de Acción o;
3. Para cambiar el propósito, el alcance, la localización o los beneficiarios de una actividad.
Además, la ciudad de Pasadena ha identificado en su Plan de Participación del Ciudadano los criterios que utiliza para determinarse qué constituye las enmiendas sustanciales que están conforme a un proceso de la participación del ciudadano, de acuerdo con el Plan de la Participación del Ciudadano de la Ciudad. Las definiciones y/o los criterios para qué constituyen un cambio sustancial con el fin de enmendar el Plan Consolidado son los siguientes:
1. Adición de una nueva actividad o proyecto descrito no previamente en su Plan Consolidado o de Acción.
2. Cambio en el propósito, el alcance, o los beneficiarios de una actividad o de un proyecto descrito previamente en su Plan Consolidado o de Acción.
3. Cambio en el uso de los fondos de CDBG.
4. Cambio en cantidad total de dólar asignado o presupuestado a una actividad o proyecto (previamente descrito en el Plan Consolidado o de Acción) por más del 25 por ciento.
Por lo tanto, el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena solicita una enmienda sustancial para la reasignación de $49,267.59 de fondos de 2011 ESG de la Administración de Programa Componente ($1,836.59) y del Componente de HMIS ($47,431.00) a los Componentes de Vivienda por Emergencia y Prevención de Estar Sin Hogar.
Las audiencias públicas serán llevadas acabo por el Departamento de Desarrollo Comunitario de la Ciudad de Pasadena:
Sala de Conferencia Principal en City Hall
1211 Southmore Avenue, Pasadena, TX 77502
Febrero 11, 2014 de 10:00-11:00 a.m.
Febrero 12, 2014 de 3:00-4:00 p.m.
Se anima al público que asista a las audiencias y/o someta comentarios por escrito. El periodo para comentarios es de 30 días comenzando a partir del 27 de enero de 2014. Todas las observaciones deben ser remitidas al Departamento de Desarrollo Comunitario, P.O. Box 672, Pasadena, TX 77501 antes de Febrero 25, 2014 para consideración por el Consejo de Desarrollo Comunitario. De acuerdo con el Acta Americana de Discapacidad, individuos que necesitan comodidades especiales (incluyendo ayudas y servicios comunicativos auxiliares) deben notificar al Departamento de Desarrollo Comunitario al (713) 475-7294 o pueden llamar a la Ciudad de Pasadena por medio de Relay Texas, 1-800-735-2998 (TDD) o 1-800-735-2988 (VOIC) por lo menos 24 horas antes de la fecha programada para la audiencia. También, un traductor en Español estará presente durante la audiencia pública a petición de por lo menos 24 horas antes.
PUBLIC NOTICE
ESG NOTICE OF FUNDING AVAILABILITY

The City of Pasadena has received approximately $49,267.59 in federal grants from the reprogramming of the 2011 Second Allocation of the Emergency Solutions Grant (ESG) Program funds. It has been determined that this funding will better serve the homeless population by contributing to the Emergency Shelter and Homelessness Prevention program components as follows:

- The maximum amount allowed to fund Emergency Shelter and Street Outreach projects is $18,945.90
- The maximum amount allowed to fund Homelessness Prevention projects is $30,321.69
- The City will consider applications submitted for services to be provided within the guidelines of the Rapid Re-Housing Program component

These reprogrammed funds must be reallocated, obligated and expended on or before the required expenditure deadline of July 17, 2014.

The City of Pasadena Community Development Department will begin accepting applications for the reprogrammed 2011 Emergency Solutions Grant funds on February 27, 2014.

All non-profits and subrecipient organizations interested in applying for the grant funds can obtain an application on the City of Pasadena website under the Community Development Department link located at www.ci.pasadena.tx.us or the Community Development office located at:

Municipal Services Building
1114 Davis St., Suite 312
Pasadena, Texas 77506

All applications must be received by the Community Development Department, P.O. Box 672, Pasadena, TX 77501 by March 6, 2014 for consideration by the Community Development Advisory Board.

Please call the Community Development Department at (713) 475-7294 for additional information. También, si necesita una traducción en español de esta publicación por favor contécte al Departamento de Desarrollo Comunitario al (713) 475-7294.
STATE OF TEXAS  
COUNTY OF HARRIS

Personally appeared before the undersigned, a Notary Public within and for said County and State. Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of the Pasadena Citizen, a newspaper of general circulation in the County of Harris, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

________________________day of ______________________, 2014

________________________day of ______________________, 2014

________________________day of ______________________, 2014

________________________day of ______________________, 2014

[Signature]
Publisher's Representative

Sworn to and subscribed before me this 27th day of February, 2014.

[Susan Marie Curr]
Notary Public

My commission expires on (stamp)
PUBLIC NOTICE

ESG NOTICE OF FUNDING AVAILABILITY

The City of Pasadena has received approximately $49,267.59 in federal grants from the reprogramming of the 2011 Second Allocation of the Emergency Solutions Grant (ESG) Program funds. It has been determined that this funding will better serve the homeless population by contributing to the Emergency Shelter and Homelessness Prevention program components as follows:

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PC 02/27
PUBLIC NOTICE

ESG NOTICE OF FUNDING AVAILABILITY

The City of Pasadena has received approximately $49,267.59 in federal grants from the reprogramming of the 2011 Second Allocation of the Emergency Solutions Grant (ESG) Program funds. It has been determined that this funding will better serve the homeless population by contributing to the Emergency Shelter and Homelessness Prevention program components as follows:

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Appendix B

CD Advisory Board Minutes
CD Advisory Board Minutes

March 10, 2014

Meeting called to order at 9:00 a.m. by Melissa Carroll.

Members Present: Emilio Carmona, Givvie Searcy, Rev. Royce Measures and Bill Williams
Bill Williams had to leave early and was not present to vote.

Members Not Present: None

City Representatives Present: Melissa Carroll & Ashley Edwards

NEW BUSINESS:

A. Reprogrammed FY2011 ESG Second Allocation Funding

Discussion of proposals that were submitted by the following agencies: Project Joy & Hope, The Salvation Army, Pasadena Community Ministry and The Bridge Over Troubled Waters

The following were the funding amounts recommended for each agency:

- Project Joy & Hope – $15,000
- The Salvation Army – $15,000
- Pasadena Community Ministry – $12,267.59
- The Bridge Over Troubled Waters – $7,000

Meeting adjourned at 9:25 a.m.

The above CD Advisory Board Minutes have been approved:

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<thead>
<tr>
<th>Print Name</th>
<th>Signature</th>
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<tbody>
<tr>
<td>Givvie Searcy</td>
<td>3-10-14</td>
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<td>Emilio Carmona</td>
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<tr>
<td>Royce Measures</td>
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Appendix C

Ordinance
AGENDA REQUEST

<table>
<thead>
<tr>
<th>ORDINANCE</th>
<th>RESOLUTION</th>
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<tbody>
<tr>
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<td>NO: 2014-048</td>
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CAPTION: AUTHORIZE AND APPROVE THE SUBSTANTIAL AMENDMENT, REPROGRAMMING EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM FUNDS.

RECOMMENDATIONS & JUSTIFICATION: THE COMMUNITY DEVELOPMENT ADVISORY BOARD RECOMMENDS APPROVAL OF REALLOCATION OF ESG FUNDS.

BUDGETED: X

REQUIRES APPROPRIATION: □

See attached Certification

A. EDWARDS / R. GREEN
DATE: 02/26/14
REQUESTING PARTY (TYPED)

COUNCIL ACTION

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<tr>
<th>FIRST READING:</th>
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BUDGET DEPARTMENT

PURCHASING DEPARTMENT

APPROVED:

VSCARE
CITY ATTORNEY

DEFERRED: ______________________

3-4-14
3-18-14

MAYOR
CITY OF PASADENA
CERTIFICATION OF FUNDS

DATE: 02/21/2014

AMOUNT: $49,267.59

DEPARTMENT NO: 066

ACCOUNT NO. 8401

TASK NO. ES11

CIP NO. N/A

PROJECT DESCRIPTION: Reprogramming of $49,267.59 from Emergency Solutions Grant (ESG) Program from the 2011 Consolidated Action Plan from the HMIS Administration Program Component to Emergency Shelter, Homelessness Prevention and Rapid Re-Housing Program Components.

I certify to the City Council that the money required for the contract, agreement, obligation, or expenditure contemplated in the above and foregoing ordinance is in the Treasury of the City of Pasadena to the credit of the above fund from which it is proposed to be drawn, and such money is not appropriated for any other purpose.

Wayne Long, Jr.
City Controller
ORDINANCE NO. 2014-048

An Ordinance authorizing and approving the reprogramming of Forty-nine Thousand Two Hundred Sixty-seven and 59/100 ($49,267.59) Dollars from Emergency Solutions Grant (ESG) Program from the 2011 Consolidated Action Plan from the HMIS Administration Program Component to Emergency Shelter, Homelessness Prevention and Rapid Re-Housing Program Components.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PASADENA:

Section 1. That the reallocation of Forty-nine Thousand Two Hundred Sixty-seven and 59/100 ($49,267.59) Dollars from Account No. 066-8401-ES11 ($49,267.59) from Emergency Solutions Grant (ESG) Program funds from the 2011 Consolidated Action Plan from the HMIS Administration Program Component to Emergency Shelter, Homelessness Prevention and Rapid Re-Housing Program Components, is hereby authorized and approved.

Section 2. That the City Council officially determines that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council was posted at a place convenient to the public at the City Hall of the City of Pasadena for the time required by law preceding this meeting, as required by the Open Meetings Law, Chapter 551, Texas Government Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further confirms such written notice and the contents and posting thereof.

PASSED ON FIRST READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 4th day of March, A.D., 2014.

APPROVED this the 4th day of March, A.D., 2014.

JOHNNY ISBELL, MAYOR
CITY OF PASADENA, TEXAS
PASSED ON SECOND AND FINAL READING by the City Council of the City of Pasadena, Texas in regular meeting in the City Hall this the 18th day of March, A. D., 2014.

APPROVED this the 18th day of March, A.D., 2014.

JOHNNY ISBEller
MAYOR
CITY OF PASADENA, TEXAS

ATTEST:

LINDA RORICK
CITY SECRETARY
CITY OF PASADENA, TEXAS

APPROVED AS TO FORM:

LEE CLARK
CITY ATTORNEY
CITY OF PASADENA, TEXAS

LINDA RORICK
CITY SECRETARY
CITY OF PASADENA, TEXAS

APPROVED AS TO FORM:

LEE CLARK
CITY ATTORNEY
CITY OF PASADENA, TEXAS