



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Laurel Lunt Prussing, Mayor, City of Urbana
FROM: Elizabeth H. Tyler, FAICP, Community Development Director
DATE: September 17, 2015
SUBJECT: **A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH COMMUNITY ELEMENTS**

A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH CRISIS NURSERY

A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH THE SALVATION ARMY

Description

Included on the agenda of the September 21, 2015 meeting of the Urbana City Council are three Resolutions approving amendments to the Emergency Solutions Grants (ESG) Program Subrecipient Agreements with Community Elements, Crisis Nursery, and The Salvation Army. Following approval of the original Agreements on August 17, 2015 through Resolution No. 2015-08-040R, 2015-08-041R, and 2015-08-042R, the Illinois Department of Human Services (DHS) submitted an Outstanding Application Requirements (OAR) notice to the Grants Management Division on August 31, 2015, prompting the City to provide additional information in its application to DHS.

Some of the requests that DHS made necessitate that certain additional information and statements be incorporated within the ESG Subrecipient Agreements, including a variety of details related to shelter operations and statements affirming that the Subrecipient will abide by DHS contractual obligations as well as that the City will keep all Subrecipient files on record. After consultation with the Legal Division, Staff decided that these requests necessitated amendments to the previously adopted Agreements. The proposed amendment to each of the Subrecipient Agreements consists of an Attachment C, which will be completed by each of the Agencies, and their answers and statements would then incorporate into the Agreements the information that DHS has requested. A blank version of Attachment C is attached to this memorandum. Background information on the ESG Program and the Subrecipient Agreements is contained within the City Council memorandum from August 17, 2015.

Options

City Council has the following options:

1. Approve any or all of the proposed Resolutions.
2. Approve any or all of the proposed Resolutions with changes.
3. Do not approve any or all of the proposed Resolutions.

Recommendations

Staff recommends approval of all of the Resolutions Approving an Amendment to an Emergency Solutions Grants Program Subrecipient Agreement.

Memorandum Prepared By:



**Matt Reje
Community Development Specialist
Grants Management Division**

Attachments:

1. **A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH COMMUNITY ELEMENTS**
2. **A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH CRISIS NURSERY**
3. **A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH THE SALVATION ARMY**
4. **Proposed Attachment C to the Emergency Solutions Grants Program Subrecipient Agreements**

**A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS
GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH COMMUNITY ELEMENTS**

(FY 2015-2016)

WHEREAS, the City of Urbana (the "City") is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, on May 14, 2015, the City submitted an application to the Illinois Department of Human Services (hereinafter "DHS") for the Emergency Solutions Grants Program (hereinafter "ESG") funds to continue emergency shelter programs sponsored by three private non-profit organizations: Community Elements, Champaign, Illinois; Crisis Nursery, Urbana, Illinois; and The Salvation Army, Champaign, Illinois (hereinafter collectively referred to as the "Participating Organizations"); and

WHEREAS, on June 24, 2015 the City received notice that DHS approved the City's application for ESG funds; and

WHEREAS, on June 26, 2015, the City executed an ESG Grant Agreement (Agreement No. FCSUH03755) with DHS to govern expenditure of ESG funds by the City and Participating Organizations; and

WHEREAS, the Participating Organizations have heretofore expressed their intent to assume responsibility from the City for their respective emergency shelter programs with ESG funds and in accordance with ESG regulations; and

WHEREAS, in its application for ESG funds, the City declared its intent to provide ESG funds to the Participating Organizations for their use in continuing their respective emergency shelter operations and essential services for homeless individuals and families; and

WHEREAS, on August 17, 2015, the City Council of the City of Urbana approved Resolution No. 2015-08-040R, which included a Subrecipient Agreement with Community Elements governing the use of ESG funds; and

WHEREAS, on August 31, 2015, DHS subsequently informed the City of certain additional requirements for inclusion in the City's Subrecipient Agreements, necessitating an amendment to those Subrecipient Agreements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Amendment to an Agreement providing \$21,406.10 in Emergency Solutions Grants funds to Community Elements - TIMES Center, so as to provide additional information requested by DHS, in substantially the form of the copy of said Amendment attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Amendment in substantial the form appended hereto as an exhibit as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this _____ day of _____,
_____.

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,

_____.

Laurel Lunt Prussing, Mayor

**A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS
GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH CRISIS NURSERY**

(FY 2015-2016)

WHEREAS, the City of Urbana (the "City") is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, on May 14, 2015, 2015, the City submitted an application to the Illinois Department of Human Services (hereinafter "DHS") for the Emergency Solutions Grants Program (hereinafter "ESG") funds to continue emergency shelter programs sponsored by three private non-profit organizations: Community Elements, Champaign, Illinois; Crisis Nursery, Urbana, Illinois; and The Salvation Army, Champaign, Illinois (hereinafter collectively referred to as the "Participating Organizations"); and

WHEREAS, on June 24, 2015 the City received notice that DHS approved the City's application for ESG funds; and

WHEREAS, on June 26, 2015, the City executed an ESG Grant Agreement (Agreement No. FCSUH03755) with DHS to govern expenditure of ESG funds by the City and Participating Organizations; and

WHEREAS, the Participating Organizations have heretofore expressed their intent to assume responsibility from the City for their respective emergency shelter programs with ESG funds and in accordance with ESG regulations; and

WHEREAS, in its application for ESG funds, the City declared its intent to provide ESG funds to the Participating Organizations for their use in continuing their respective emergency shelter operations and essential services for homeless individuals and families; and

WHEREAS, on August 17, 2015, the City Council of the City of Urbana approved Resolution No. 2015-08-041R, which included a Subrecipient Agreement governing the use of ESG funds with Crisis Nursery; and

WHEREAS, on August 31, 2015, DHS subsequently informed the City of certain additional requirements for inclusion in the City's Subrecipient Agreements, necessitating an amendment to those Subrecipient Agreements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Agreement providing \$6,239.81 in Emergency Solutions Grants funds to Crisis Nursery, so as to so as to provide additional information requested by DHS, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement in substantial the form appended hereto as an exhibit as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this _____ day of _____,
_____.

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,

_____.

Laurel Lunt Prussing, Mayor

A RESOLUTION APPROVING AN AMENDMENT TO AN EMERGENCY SOLUTIONS GRANTS PROGRAM SUBRECIPIENT AGREEMENT WITH THE SALVATION ARMY

(FY 2015-2016)

WHEREAS, the City of Urbana (the "City") is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City's home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, on May 14, 2015, the City submitted an application to the Illinois Department of Human Services (hereinafter "DHS") for the Emergency Solutions Grants Program (hereinafter "ESG") funds to continue emergency shelter programs sponsored by three private non-profit organizations: Community Elements, Champaign, Illinois; Crisis Nursery, Urbana, Illinois; and The Salvation Army, Champaign, Illinois (hereinafter collectively referred to as the "Participating Organizations"); and

WHEREAS, on June 24, 2015 the City received notice that DHS approved the City's application for ESG funds; and

WHEREAS, on June 26, 2015, the City executed an ESG Grant Agreement (Agreement No. FCSUH03755) with DHS to govern expenditure of ESG funds by the City and Participating Organizations; and

WHEREAS, the Participating Organizations have heretofore expressed their intent to assume responsibility from the City for their respective emergency shelter programs with ESG funds and in accordance with ESG regulations; and

WHEREAS, in its application for ESG funds, the City declared its intent to provide ESG funds to the Participating Organizations for their use in continuing their respective emergency shelter operations and essential services for homeless individuals and families; and

WHEREAS, on August 17, 2015, the City Council of the City of Urbana approved Resolution No. 2015-08-042R, which included a Subrecipient Agreement governing the use of ESG funds with The Salvation Army; and

WHEREAS, on August 31, 2015, DHS subsequently informed the City of certain additional requirements for inclusion in the City's Subrecipient Agreements, necessitating an amendment to those Subrecipient Agreements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That an Agreement providing \$10,248.96 in Emergency Solutions Grants funds to The Salvation Army, so as to so as to provide additional information requested by DHS, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement in substantial the form appended hereto as an exhibit as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this _____ day of _____,
_____.

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,

_____.

Laurel Lunt Prussing, Mayor

ATTACHMENT C

Agency: _____

Please affirm the following information:

1. The amount of funding being subgranted: _____
2. The term of the subcontract: _____
3. The services that will be delivered: _____

4. Anticipated number of persons served: _____
5. The expected outcomes: _____

6. The social service provider, _____ receiving the subgranted ESG funds will comply with all DHS contractual obligations, rules, regulations, and policies.
7. The City of Urbana, the Applicant, will have on file all of the subgrantees applicable attachments.
8. The subcontract must be signed and dated by an authorized agent of the applicant agency and the provider that received the subgranted ESG funds:

SUBRECIPIENT (Provider):

BY: _____ DATE: _____
Name & Title:

ATTEST: _____ DATE: _____
Name & Title:

CITY OF URBANA, ILLINOIS (Applicant Agency):

BY: _____ DATE: _____
Laurel Prussing, Mayor

ATTEST: _____ DATE: _____
Phyllis Clark, City Clerk