



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Fort Worth Regional Office, Region VI
Office of Fair Housing & Equal Opportunity
801 Cherry Street, Unit #45, Ste. 2500
Fort Worth, TX 76102
Phone 1-888-560-8913 - Fax (817) 978-5739
www.hud.gov

June 14, 2019

Ms. Angela Rush
Fort Worth Human Relations Commission
Hazel Harvey Peace Center of Neighborhoods
818 Missouri Avenue
Fort Worth, TX 76104

Dear Ms. Rush,

SUBJECT: Transmittal of Amended Executed Cooperative Agreement
FF206K196002

Enclosed is the Fort Worth Human Relations Commission fully executed Amended Cooperative Agreement (HUD-1044) between this Department and your Agency. The amended Cooperative Agreement is for the purpose of including Partnership Funds in the amount of \$12,500.00. The effective date of this Agreement is June 14, 2019.

All requests for reimbursement must be made utilizing the electronic Line of Control System (eLOCCS). Pursuant to the 2018 Contributions Agreement, Article 6, a Narrative Report describing activities undertaken during the period of performance is required when a request for reimbursement is submitted. *See* 2018 Contributions Agreement, Article 6 for specific requirements.

Thank you for your cooperation. If you have any questions, please contact Bonita Howard at 817-978-5890 or bonita.howard@hud.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "G. Sweeney".

Garry L. Sweeney, Director
Fort Worth Regional Office of
Fair Housing and Equal Opportunity
Region VI

Enclosure



Assistance Award/Amendment

U.S. Department of Housing
and Urban Development
Office of Administration

1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number FF206K196002	4. Amendment Number	5. Effective Date of this Action 06/04/2019	6. Control Number EIN #75-6000528
7. Name and Address of Recipient Fort Worth Human Relations Commission Hazel Harvey Peace Center of Neighborhoods 818 Missouri Avenue Fort Worth, TX 76104 DUNS #824614754		8. HUD Administering Office Region VI FHEO 801 Cherry St, Unit #45, Suite 2500 Fort Worth, TX 76102	
10. Recipient Project Manager Angela Rush, Administrator		8a. Name of Administrator Garry L. Sweeney	8b. Telephone Number 817-978-5868
11. Assistance Arrangement <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input checked="" type="checkbox"/> Fixed Price		12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse	
13. HUD Payment Office LOCCS/VRS ARTICLE 7		9. HUD Government Technical Representative Bonita Howard, 817-978-5890	
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount	\$	15a. Appropriation Number 8619/200144 (9,19)	15b. Reservation Number FHEO-06-19-01
HUD Amount this action	\$ 12,500.00	Amount Previously Obligated	\$
Total HUD Amount	\$ 0	Obligation by this action	\$ 12,500.00
Recipient Amount	\$ 0	Total Obligation	\$ 12,500.00
Total Instrument Amount	\$ 12,500.00		

16. Description
Funds granted by HUD for FWHRC to complete a FHAP partnership project.

This agreement consists of the following attachments:
1. FY19 Partnership Award Guidance
2. Statement of Work
3. Payment Schedule (if applicable)

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office	18. <input checked="" type="checkbox"/> Recipient is not required to sign this document.
19. Recipient (By Name) Fernando Costa	20. HUD (By Name) Garry L. Sweeney
Signature & Title  Assistant City Manager	Signature & Title  Region VI FHEO Regional Director
Date (mm/dd/yyyy) 06/18/2019	Date (mm/dd/yyyy) 06/18/2019

III. Application Procedure

For FY2019, the Department has \$200,000 available for Partnership funds. The Department invites interested FHAP agencies to submit proposals for their use, consistent with Section I of this notice. The total amount the Department will provide in FY2019 Partnership funds will not exceed \$200,000.

FHAP agencies wishing to receive an award of FY2019 Partnership funds should send a detailed proposal signed by the agency's principal officer to the FHAP Division in headquarters. The request must include the following information:

- A description of the proposed activities
- Timetable for conducting proposed activities
- Identification of the entity (or entities) with whom the agency will partner
- Expected impact (*i.e.*, audience reached and/or how the activity will benefit the agency's fair housing mission)
- Amount Requested (Maximum request is \$40,000)

Requests may be sent by electronic mail to the FHAP Director in Headquarters, at Joseph.A.Pelletier@hud.gov, with a copy to the respective FHEO Region Director. A hard copy of the request must also be sent to the FHAP Division in FHEO Headquarters at the following address:

Joseph A. Pelletier, Director
Fair Housing Assistance Division
U.S. Department of Housing and Urban Development
451 Seventh Street SW, Room 5124
Washington, DC 20410

Once received, the FHAP Division will consult with the respective FHEO Region Director and FHAP GTR and determine whether the proposal complies with the purpose and eligible uses for Partnership funds and whether the amount sought is reasonable for the activities proposed. Awards will be made in HUD's sole discretion.

The deadline to apply for these funds is May 3, 2019.

IV. Distribution and Control of Funds

All Partnership funds awarded under this notice will be distributed through the established FHAP payment process. Award funds will be obligated for successful applications as soon as practicable after the application deadline.

Use and control of these funds will comply with the FHAP governing regulation at 24 C.F.R. § 115.304(d) and the *Uniform Administrative Requirements for Federal Awards* at 2 C.F.R. part 200.

Statement of Work - Disability Conference

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I. Summary

The Fort Worth Human Relations Commission (HRC) was created in 1967 to champion anti-discrimination efforts in Fort Worth and facilitate harmonious relationships among Fort Worth's diverse communities. Working under the direction of the HRC, the city's Human Relations Unit (HRU) enforces the local, state and federal anti-discrimination laws and works to create a welcoming community for all people by providing resources and outreach efforts that promote basic human and civil rights.

As part of those efforts, the HRU will plan and implement a one-day Disability Conference for those living with disabilities, their caregivers/advocates and service providers. The conference, which will be held sometime in October 2019, will provide timely and relevant information about topics and issues impacting the disability community. Program content will be diverse and timely, will have several topics addressing Fair Housing, and be facilitated/ taught by subject matter experts with regional and/or national credentials.

Proposed Fair Housing workshops include:

- Know Your Housing Rights: Disabilities and Fair Housing
- Design and Construction: What's a Reasonable Modification
- How to ask for a Reasonable Accommodation

Additional conference topics could include:

- What can I expect from City Services, Programs and Places of Public Accommodation?
- Transportation
- Continuing Education
- Health/Healthcare
- Employment

II. Introduction

Since its creation in 1967 by the passage of City Ordinance #5802, the Human Relations Commission has been tasked with three specific duties:

- Advise and consult with the City Council and City Manager on matters of discrimination
- Recommend to the City Council and City Manager measures to eliminate prejudice and discrimination
- Promote and encourage communication and cooperation between groups interested in bettering community relations.

To accomplish this work, the Commission holds monthly public meetings and monitors complaints of discrimination and trends. Members of the Commission also serve as the eyes and ears of the City. They bring relevant issues impacting the community before the entire Commission for discussion.

The Commission also hears and renders decisions in complaints of housing discrimination that have been filed with and investigated by the Human Relation Unit. In recent years, the HRC has turned its focus to providing more opportunities for education and community outreach as funding, grants and community partnership opportunities become available.

The Disability Conference, funded with HUD partnership funds, provides an opportunity for the HRC to engage, educate and provide resources and information to an audience that often faces hardship and/or discrimination, especially in the area of fair housing as

evidenced by the number of housing discrimination complaints received by the HRU which assert discrimination based on disability, a protected class under local, state and federal law.

Additionally, the conference would provide an opportunity for the HRC to highlight its ongoing efforts and accomplishments in the area of disability as the City of Fort Worth consolidates all of its disability initiatives under the HRC.

III. Needs/Problems

The HRU staff, with input from the Mayor’s Committee on Persons with Disabilities has identified a need to provide on-going information and resource opportunities to the disability community. Some of the issues taken into consideration include:

- Selecting programming that addresses needs/concerns/interest of conference target audience
- Planning and providing accessibility services as requested by conference registrants
- Choosing a venue that is accessible

IV. Goals/Objectives

- Plan a one day conference with relevant programming for those with disabilities, their caregivers/advocates and service providers.
- Program contents will be diverse and timely, content will be provided by subject matter experts with regional and/or national credentials, and will include several topics covering Fair Housing.

V. Scope of Work

- Identify and select venue.
- Engage the Mayor’s Committee on Persons with Disabilities to work with HRU staff to develop Conference programming.
- After topics are selected and approved by the HRC and HUD, HRU staff will procure speakers, handle any service provider negotiations and manage contracts.
- HRU will develop and implement a communications/marketing plan.
- HRU staff will oversee all logistics including registration and accessibility services.
- Typical HRC and Committee responsibilities will include ambassador and program roles.

VI. Timetable

	Description of Work	Start and End Dates
Planning	Determine scope, venue options/selection and select date	June-July 2019
Programming	Research, identify, select and secure program topics and presenters	June thru August 2019
Operations	Plan logistics and staffing/volunteer needs	August thru September 2019

VII. Budget

Category	Description of Work	Anticipated Costs
Venue	TBD	\$1,500
Accessibility Services	CART (\$150/hour); Sign Interpretation (\$50/hour)	\$6,000
Registrant Supplies	Name badges, bags, hand-outs, etc.	\$3,000
Marketing	Print flyers, postage, etc.	\$1,500
Contingent		\$500
	Total	\$12,500

VIII. Payment Schedule

Approximate Date Due	Description	Anticipated Costs
July 15, 2019*	Payment for marketing costs, registrant supplies, and print costs	\$5,000
October 15, 2019*	Accessibility services and venue cost	\$7,500
	Total	\$12,500

** Dates are approximate and will be refined once the conference date is scheduled.*

IX. Next Steps

- HRC reviews and approves Conference logistics (July/August 2019 meeting)

Funds Commitment Form

U.S. Department of Housing
and Urban Development

1a. Description of Proposed Use of Funds: Funds granted by HUD for FWHRC to complete a FHAP partnership project.		1b. Identification No. (RFP, Contract, IAA, Grant, etc.) FF206K1 2 6002 ^{9 BH}
Proposed Recipient Name (If known): Fort Worth Human Relations Commission (FWHRC)		2. Date of Preparation: (mm/dd/yyyy) 06/14/2019
3. Commitment No: FHEO-06-18-01	4. Name & Title of Funds Control Officer: Garry L. Sweeney, Region Director, Region VI, FHEO	

5. Funding & Accounting Classification						
Account Symbol/ Apportionment Line Code A	Allotment Holder/ Allotment Line Code (Program class/Object class) B	Program Code C	Organization Code(s) D	Commitment Outstanding E	Increase (Decrease) F	Net Amount G
8619/200144	(9, 19)	PA1			12,500.00	12,500.00
						0.00
						0.00
						0.00
						0.00
						0.00
Net Totals				\$0.00	\$12,500.00	\$12,500.00

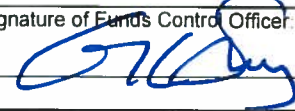
6. Purpose of This Action (Check applicable boxes)



a. Initial Commitment

b. Increase or (Decrease) Commitment (amendment no: _____)

c. Cancel Commitment (bracket amount in 5E)

7. I certify the funds identified in Block 5 are authorized for the purpose identified in Block 1a, and those funds are available for obligation.

7a. Date: (mm/dd/yyyy) <i>06/14/2019</i>	7b. Signature of Funds Control Officer: X 
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8. Senior Level Approvals To Be Completed by Originating Office	
a. Requesting Official (Optional): (signature) X 	d. Approving Official (Required): (signature) X 
b. Title: Government Technical Representative (GTR)	e. Title: Grant Cooperative Agreement Officer (GAO)
c. Date: (mm/dd/yyyy) <i>06/14/2019</i>	f. Date: (mm/dd/yyyy) <i>06/14/2019</i>

9. For Accounting Use Only

Funds Available and Commitment Recorded or Adjusted to Amount Shown in 5G

Funds Not Available

By: _____ Date: _____

10. Comments:

Regional Fund Assignment

U.S. Department of Housing and Urban Development



Date: 6/7/19

Assign To: Southwest - Ft. Worth

Program Title: Fair Housing and Equal Opportunity

Assignment Number: FHEO-06-19-01

Current Fiscal Year Assignments

Program Activity Title	Total Previously Issued	Increase () Decrease	Total Issued To Date
8619/200144 (9,19)			
FAIR HOUSING ASSISTANCE PROGRAM			
State and Local Agencies			
Capacity Building	\$ -	\$ -	\$ -
*Contributions (TIN).....	\$ -	\$ -	\$ -
Training (TRG).....	\$ -	\$ -	\$ -
Administrative Costs (ADC).....	\$ -	\$ -	\$ -
Special Enforcement Effort (SEE).....	\$ -	\$ -	\$ -
Partnership (PA1).....	\$ -	\$ 12,500.00	\$ 12,500.00
Total	\$ -	\$ 12,500.00	\$ 12,500.00

*For Complaint Processing

Approvals:
FHEO Funds Control Officer *[Signature]* 6/4/19

FHEO Assistant Secretary (Allotment Holder) *[Signature]* 6/9/19



**U.S. Department of Housing and Urban Development
Office of Fair Housing and Equal Opportunity**

**Fair Housing Assistance Program (FHAP)
2019 Partnership Funds Guidance**

This guidance contains important details regarding eligibility; application procedures; and deadlines for FY2019 FHAP Partnership funds. FY2019 Partnership funds are being provided under the authority set forth at 24 C.F.R. § 115.304(d).

I. Purpose and Eligible Uses

The purpose of Partnership funds is for a FHAP agency to utilize the services of individuals and/or public, private, for-profit, or not-for-profit organizations that have expertise needed to effectively carry out the provisions of the agency's fair housing law. Examples of proper Partnership fund usage include, but are not limited to:

- (1) Contracting with qualified organizations to conduct fair housing testing in appropriate cases;
- (2) Hiring experienced, temporary staff to assist in the investigation of complex or aged cases;
- (3) Partnering with grassroots, faith-based or other community-based organizations to conduct education and outreach to people of different backgrounds on how to live together peacefully in the same housing complex, neighborhood, or community;
- (4) Contracting with individuals outside the agency who have special expertise needed for the investigation of fair housing cases (*e.g.*, architects for design and construction cases or qualified individuals from colleges and universities for the development of data and statistical analyses).

This is not an exclusive list of the eligible uses of Partnership funds. Any request that meets the purpose of Partnership funds stated above will be considered.

II. Agency Eligibility, Maximum Award, Deadline

State and local agencies that are currently participating in the Fair Housing Assistance Program are eligible to receive an award of 2019 Partnership funds under this notice with the following exception: An agency that is currently on a Performance Improvement Plan or that is not currently receiving referrals from HUD due to either performance issues or identified concerns with the jurisdiction's fair housing law is not eligible for these Partnership funds.

The maximum award to an agency shall not exceed \$40,000. Applications for Partnership funds must be received by the Department on or before May 3, 2019.