

# Mayor and Council Communication

DATE: 06/09/26

M&C FILE NUMBER: M&C 26-0487

LOG NAME: 14FY2025 FAIR HOUSING PROGRAM (FHAP)

## **SUBJECT**

(ALL) Ratify Execution of a Fair Housing Assistance Program Cooperative Agreement with the United States Department of Housing and Urban Development to Process Housing Cases for Fiscal Year 2025, Approve Acceptance of Funds in an Amount Up to \$30,600.00, Waive Indirect Costs, and Adopt Appropriation Ordinance

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## **RECOMMENDATION:**

It is recommended that the City Council:

1. Ratify the execution of a Fair Housing Assistance Program Cooperative Agreement through the Human Resources Department, on behalf of the Fort Worth Human Relations Commission with the United States Department of Housing and Urban Development for Fiscal Year 2025 and accept funds in the amount up to \$30,600.00;
2. Waive the transfer of indirect cost revenue due to the General Fund in the estimated amount of \$1,850.00 and
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Grants Operating Federal Fund, subject to receipt of the grant, in the amount up to \$30,600.00, for the purpose of funding a Fair Housing Assistance Program Cooperative Agreement

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## **DISCUSSION:**

On March 17, 2026, the Human Resources Department received a Fair Housing Assistance Program (FHAP) Cooperative Agreement with the United States Department of Housing and Urban Development (HUD). Pursuant to this Cooperative Agreement, HUD will provide funding to the Human Resources Department, a designated FHAP agency, based on the number of fair housing complaints resolved from July 1, 2024, to June 30, 2025. The contractual reimbursement of funds is based on activities conducted within the preceding twelve months (Performance Period). Human Resources Department staff, on behalf of the Fort Worth Human Relations Commission, resolved four (4) complaints during this period. Additional funds are awarded to qualifying FHAP agencies for administrative costs and training.

The Cooperative Agreement provides payment for the following:

- Resolution of four (4) housing discrimination complaints in the amount of \$6,600.00;
- Administrative costs in the amount of \$9,500.00;
- Training funds in the amount of \$2,500.00 for mandatory HUD training; and
- SEE Funds in the amount of \$12,000.00 for Special Enforcement Effort activities.

A waiver of the collection of Indirect Cost Revenue otherwise due to the General Fund from the FHAP contract is being requested. The Human Resources Department has determined that remitting indirect cost reimbursement to the General Fund would result in fewer available programming dollars, which, when compounded by yearly fluctuations in funding, unanticipated delays in the receipt of funding, the threat of federal cuts to HUD programming, and increasing salary and benefits costs, could jeopardize the Department's ability to successfully fulfill the provisions of the program. The cost to the General Fund of this waiver is estimated at \$1,850.00.

The grant is a pay-for-performance grant, where the amount awarded is for services previously rendered. Currently, two employees' salaries and benefits are paid with funds received as part of this FHAP contract and prior FHAP contracts: one (1) Human Relations Manager totaling \$156,483.00, 100% grant-funded, and one (1) Human Relations Investigator totaling \$93,844.00, also 100% grant-funded.

If funding ends—for example, if HUD decides to terminate the contract in the future—the affected employees will not yet have performed services for the next contract year. Several options may be available to retain high-performing talent should that occur, including funding the positions through General Funds, or the employees may seek employment elsewhere, either within or outside the City.

A Form 1295 is not required because: This contract will be with a governmental entity, state agency or public institution of higher education: United States Department of Housing and Urban Development

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## **FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that, upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the current operating budget, as appropriated, in the Grants Operating Federal Fund. The Human Resources Department (and Financial Management Services) will be responsible for the collection and deposit of funds due to the City. Prior to expenditures being incurred, the Human Resources Department has the responsibility to validate the availability of funds. This is a fee-for-service grant.

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