

Mayor and Council Communication

DATE: 08/27/24

M&C FILE NUMBER: M&C 24-0743

LOG NAME: 19NS CARES ACT HUDFUNDS SUBTSAMEND 2

SUBJECT

(ALL) Authorize a Change in Use and Adjust Existing Appropriations in the Coronavirus, Aid, Relief, and Economic Security Act Community Development Block Grant Funds in the Amount of \$250,000.00 to Fund Particular Programs and Activities; Approve a Substantial Amendment to the City of Fort Worth's 2019-2020 Annual Action Plan for the Use of Federal Grant Funds in the Amount of \$250,000.00 from the Coronavirus Aid, Relief, and Economic Security Act Community Development Block Grant Program; and Authorize Execution of Related Contracts

RECOMMENDATION:

It is recommended that City Council:

1. Authorize a change in use and adjust appropriations in the Coronavirus, Aid, Relief, and Economic Security Act Community Development Block Grant Funds in the amount of \$250,000.00 to fund particular programs and activities;
2. Approve a substantial amendment to the City of Fort Worth's 2019-2020 Annual Action Plan for the use of federal grant funds in the amount of \$250,000.00 from the Coronavirus, Aid, Relief, and Economic Security Act Community Development Block Grant program; and
3. Authorize execution of related contracts.

DISCUSSION:

The purpose of this Mayor & Council Communication (M&C) is to request approval of a substantial amendment to the City of Fort Worth's 2019-2020 Annual Action Plan. The Coronavirus, Aid, Relief, and Economic Security (CARES) Act was signed into law on March 27, 2020 to respond to the many impacts of the COVID-19 public health emergency. The CARES Act includes provisions to help local governments prevent, prepare for and respond to the coronavirus, including providing for additional allocations of formula grant funds under the Community Development Block Grant (CDBG) program. On April 9, 2020, the City was notified by the United States Department of Housing and Urban Development (HUD) of its initial award of \$4,360,291.00 in CDBG-CV funds. These funds were subsequently awarded to eligible activities and programs through M&C 20-0330 and M&C 20-0471 in May and June of 2020. The City was notified on September 11, 2020 of the award of its second allocation of CDBG funds, known as CDBG-CV3, in the amount of \$5,468,206.00. All funds must be used to prevent, prepare for, and respond to the coronavirus. City Council subsequently awarded these funds to local nonprofit organizations providing a variety of services to eligible populations.

Additional funding has since been made available through unprogrammed funding previously allocated to administration totaling \$250,000.00

Action Plan Year(s)	Program	Funding Source	Amount(s) not to Exceed
2019-2020	Unprogrammed Funds	CDBG-CV	\$100,873.82
2019-2020	Unprogrammed Funds	CDBG-CV3	\$149,126.18
			Total: \$250,000.00

It is recommended that these funds be awarded to Public Service Agencies (PSAs) addressing the following priority activities:

- Elderly Services/Aging In Place
- Homeless Services and Special Needs Support

CDBG-CV and CDBG-CV3 funds totaling \$250,000.00 will be awarded for the two above-listed priority activities through a competitive Request for Proposal (RFP) process that identifies additional service-delivery partners by the end of October. Funding recommendations will be submitted to the Community Development Council (CDC), the City Council-appointed advisory board, for approval in November. It is anticipated that contracts will be executed in December 2024 or January 2025.

Schedule of Events	Date
RFP Release Date	September 9, 2024
Deadline for Questions	September 22, 2024
FAQ's posted to website	September 27, 2024
Proposals Due	October 7, 2024
Community Development Council (CDC) Agency Application Presentations	October 9, 2024
Application Review and Scoring	October/November 2024
Funding Recommendations made to the CDC	November 13, 2024
Funding Recommendations to City Council for Approval	December 10, 2024
Proof of Insurance Due	January 2025

Contract Execution	January 2025
Contract Effective	January 2025

On May 19, 2020, City Council approved a Substantial Amendment to the City 2019-2020 Annual Action Plan for HUD grant funds stating how CARES Act grant funds were to be used, and amended the Citizen Participation Plan to reduce public comment period for CARES Act funds from thirty days to five days as authorized by the CARES Act (M&C 20-0330). This 5-day public comment period was held from July 22, 2024 to July 26, 2024. Notice of this public comment period was published in the *Fort Worth Star-Telegram*, posted on the City's website and other ongoing communications activities of the Communications and Public Engagement Office. Any comments received are maintained by the Neighborhood Services Department in accordance with federal regulations.

Notice of the upcoming Public Service Agency (PSA) RFP will be published by August 22, 2024 in the *Fort Worth Star Telegram*, *La Vida News*, *Weatherford Democrat*, *Cleburne Times*, and *Wise County Messenger*.

The Substantial Amendment to the 2019-2020 Action Plan for use of CARES Act funds under the CDBG-CV and CDBG-CV3 program will be submitted to HUD following City Council approval.

Programs funded through this PSA RFP will be available in ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

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 Neighborhood Services Department (and Financial Management Services) will be responsible for the collection and deposit of funds due to the City. Prior to an expenditure being incurred, the Neighborhood Services Department has the responsibility to validate the availability of funds. This is a reimbursement grant.

Submitted for City Manager's Office by: Fernando Costa 6122

Originating Business Unit Head: Kacey Bess 8187

Amy Connolly 7556

Additional Information Contact: Juliet Moses 6203

Sharon Burkley 5785