



United Way of Greater Houston

REC'D MAR 30 2010

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March 25, 2010

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United Way Center for
Philanthropy, Leadership
and Volunteerism
50 Waugh Drive
Houston, Texas 77007

P.O. Box 3247
Houston, Texas 77253-3247
Phone 713-685-2300

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Judge Robert E. Hebert
Fort Bend County Social Services
4520 Reading Road, Suite A
Rosenberg, Texas 77471

Dear Judge Hebert:

The National Board of the Emergency Food and Shelter Program (EFSP) has announced Phase 28 awards for eligible jurisdictions. The Local EFSP Board (Local Board) reviewed EFSP Phase 28 applications and determined awards. Funding support for the program(s) conducted by Fort Bend County Social Services in Fort Bend County for EFSP has been approved for the following category (ies):

Category	Total Award
Other Food:	\$13,793
Rent/Mortgage:	\$171,028
Utilities:	\$91,030
Total Award:	\$275,851

The amounts listed above are restricted for use in the respective categories to which they have been awarded. Any reallocation of these funds among categories requires prior written approval. The Local Board has the authority to reallocate funds during the program year to meet the needs of the community. Requests for reallocations should be in writing and addressed to the Local Board Contact.

Reports regarding Phase 28 expenditures will be required from each Local Recipient Organization (LRO) for monitoring purposes. The Local Board will monitor the expenditures and program performances of each LRO during the Phase 28 spend-period. The Local Board will also take into consideration:

- The return of the **ORIGINAL** LRO's Phase 28 award letter signed by an authorized representative of the LRO and received by Local Board within 10 days of notification.

Consideration of continued funding for EFSP will be based on funds available as well as satisfactory performance by Phase 28 LROs. Performance factors assessed by the Local Board will include but not be limited to participation in documentation workshops and adherence to EFSP guidelines:

- expenditures of funds by program end date;
- accurate and on-time submission of reports;
- accurate submission of program audit materials;
- adherence to audit timetable.

4-7-10 copy received

The National Board has received LRO awards information and first payments will be made in March 2010. Your agency must expend all EFSP Phase 28 funds by **September 30, 2010**.

Two (2) DOCUMENTATION WORKSHOPS for LROs of EFSP funds are held at the United Way of Greater Houston's Conference Center. The first workshop is held in March and the second in September of each year. LROs are provided written notice of the date and time for each workshop. It is MANDATORY for all LROs to attend one of the workshops. Workshop attendance is taken into consideration when the Local Board awards future funds.

Please acknowledge receipt of this letter and indicate your agreement by **signing and returning the ORIGINAL letter within 10 working days** of the date of the letter.

If you have questions, please contact Al Acosta via phone: 713-685-2864 or email: aacosta@unitedwayhouston.org . Thank you for the service you provide to those in need in Fort Bend County.

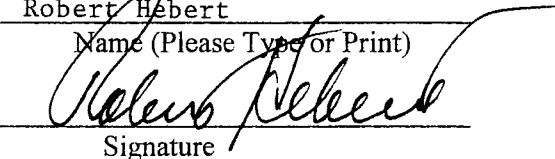
Sincerely,



Tim Kidwell
Chair, Local EFSP Board

cc: Al Acosta, Local Board Contact

I certify that I am duly authorized to bind the Fort Bend County Social Services to the terms of this agreement and do hereby agree to and accept the terms set forth above.

By:	<u>Robert Hebert</u>	<u>County Judge</u>
	Name (Please Type or Print)	Title (Please Type or Print)
		<u>April 6, 2010</u>
	Signature	Date