

**Substantial Amendment to the FY 2011 Consolidated Annual Action Plan  
For the Emergency Solutions Grant Program Funding**

On November 15, 2011, the U.S. Department of Housing and Urban Development (HUD) posted the interim rule for the Emergency Solutions Grants program and Consolidated Plan conforming amendments. Also on November 15, 2011, the HUD announced the amount of the second allocation of FY 2011 Emergency Shelter Grants/Emergency Solutions Grants Program funds. To receive funds from the second allocation, each eligible recipient must prepare, and obtain HUD approval of, a substantial amendment to its Fiscal Year (FY) 2011 Consolidated Plan Annual Action Plan (Annual Action Plan) and submit it to HUD by May 15, 2012. Fort Bend County's substantial amendment follows the requirements set out in the interim rule and the County's citizen participation plan.

Fort Bend County's public comment period will begin on March 16, 2012 and end on April 17, 2012. The County will include any substantive comments received during this period in the substantial amendment. To maximize transparency, the County has posted its substantial amendment materials on the County's official website. The public notice and the substantial amendment are posted on the Fort Bend County website at <http://www/co.fort-bend.tx.us>.

**I. Required Contents of Substantial Amendment**

**1. SF 424**

The required completed 424 is attached.

**2. Summary of Consultation Process**

The interim rule requires the County to describe how the County consulted with the Continuum of Care (CoC) on: determining how to allocate ESG funds for eligible activities; developing the performance standards for activities funded under ESG; and developing funding, policies, and procedures for the operation and administration of the HMIS.

**Fort Bend County has coordinated with the CoC since the summer of 2011. This information is contained in Appendix A.**

**3. Summary of Citizen Participation Process**

The interim rule requires the County to describe the citizen participation process used in preparing the substantial amendment. In addition, the County was required to summarize the comments and views received, along with a summary of the comments or views not accepted, including the reasons for not accepting those comments and views.

5-2-12 copy received



# SF 424

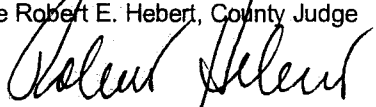
The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted		05/15/2012	Applicant Identifier		E11-UC-48-0003	Type of Submission	
Date Received by state		State Identifier		Application		Pre-application	
Date Received by HUD		Federal Identifier		<input type="checkbox"/> Construction		<input type="checkbox"/> Construction	
				<input type="checkbox"/> Non Construction		<input checked="" type="checkbox"/> Non Construction	
<b>Applicant Information</b>							
Fort Bend County, Texas				TX489157 FORT BEND COUNTY			
301 Jackson				081497075			
				Organizational Unit			
Rosenberg		Texas		Community Development Department			
77469		Country U.S.A.		Division			
<b>Employer Identification Number (EIN):</b>				County			
74-6001969				Program Year Start Date (09/01)09/01/11			
<b>Applicant Type:</b>				<b>Specify Other Type if necessary:</b>			
Local Government: County				Specify Other Type			
<b>Program Funding</b>				U.S. Department of Housing and Urban Development			
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding							
				14.218 Entitlement Grant			
CDBG Project Titles				Description of Areas Affected by CDBG Project(s)			
\$CDBG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe			
\$Additional Federal Funds Leveraged				\$Additional State Funds Leveraged			
\$Locally Leveraged Funds				\$Grantee Funds Leveraged			
\$Anticipated Program Income\$				Other (Describe)			
Total Funds Leveraged for CDBG-based Project(s)							
<hr/>							
HOME Project Titles				Description of Areas Affected by HOME Project(s)			
\$HOME Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe			
\$Additional Federal Funds Leveraged				\$Additional State Funds Leveraged			

\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income \$0		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s)			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s)			
<b>Emergency Solutions Grants Program</b>		14.231 ESG	
ESG Project Titles		Description of Areas Affected by ESG Project(s) Fort Bend County, Texas	
\$ESG Grant Amount \$48,661	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income \$0		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s)			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts 9, 14, 22		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		Yes	This application was made available to the state EO 12372 process for review on 7/15/2011
		X <input type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	X No	<input type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Marilynn	Middle Initial	Kindell
Community Development Director	281-341-4410	Fax 281-341-3762
kindemar@co.fort-bend.tx.us	www.co.fort-bend.tx.us	Other Contact
Signature of Authorized Representative The Honorable Robert E. Hebert, County Judge		Date Signed 05/01/12
		5-1-2012

**This information is contained in Appendix B.**

**4. Match**

The interim rule requires the County to describe the types of cash and/or non-cash resources used as match, the specific amounts of resources used as match, and the proposed uses of match resources.

**Fort Bend County requires that applicants provide “match” of at least one hundred percent (100%) for all requested activities.**

**The second allocation of ESG funding totals \$48,661. A description of the proposed match is included below:**

<u>Amount</u>	<u>Source</u>	<u>Use</u>
\$40,400	FBCWC sales proceeds from Resale shop	Project Activity Staff Salaries
<u>\$10,000</u>	Fort Bend County CDBG Program fund	Grantee Staff Salaries for Monitoring of ESG
\$50,400		

**5. Proposed Activities and Overall Budget**

The interim rule requires the County to describe the proposed activities, discuss the funding priorities, and the detailed budget for the Emergency Solutions Grants Program. The following information must be provided

- a. **Proposed Activities:** All recipients must include the following details for each proposed activity.
  1. corresponding priority needs from recipient’s Annual Action Plan
  2. concise description of the activity, including the number and types of persons to be served
  3. corresponding standard objective and outcome categories
  4. start date and completion date
  5. ESG and other funding amounts

Local governments and territories are required, and States are encouraged, to include the following details for each proposed activity;

  6. one or more performance indicators
  7. projected accomplishments, in accordance with each indicator, to be made within one year
  8. projected accomplishments, in accordance with each performance indicator, to be made over the period for which the grant will be use for that activity.

*Note: Table 3C(“Consolidated Plan Listing of Projects” for local governments and territories, or “Annual Action Planned Project Results” for states) or the projects workbook spreadsheet in the Consolidated Plan Management Process tool may be used to format and provide some or all of these details, as applicable.*

**Fort Bend County's proposed use of ESG Program funds is summarized below.**

<b>Program Administration</b>	<b>\$5,812.00</b>
<b>HMIS</b>	<b>\$2,500.00</b>
<b>Rapid Re-Housing</b>	<b>40,349.00</b>
<b>Total</b>	<b>\$48,661.00</b>

**The Proposed Listing of Activities is provided in Appendix C.**

**b. Discussion of Funding Priorities**

The interim rule requires the County to explain why it chose to fund the proposed activities at the amounts specified (recommended: if available, use locally-relevant data to support the funding priorities, and explain how the funding priorities will support the national priorities established in Opening Doors: Federal Strategic Plan to Prevent and End Homelessness). In addition, the County must identify any obstacles to addressing underserved needs in the community.

**There are only two shelters in the County's service area, the Fort Bend County Women's Center and the Parks Youth Ranch. The Parks Youth Ranch serves unaccompanied minors. The FBC Women's Center serves abused women and children. The Parks Youth Ranch clientele is underage and cannot enter into lease agreements for housing. The FBC Women's Center is the only facility that serves a homeless population and can provide clients that may be eligible for rapid re-housing assistance.**

**Fort Bend County determined that the ESG program requirement for a one year lease and priorities of families with children and abused women and children would require the renting of at least two bedroom housing units by program participants. The FMR for a 2 bedroom unit in the County service area is \$937 per month. Reserving one year of rent payments for a program participant totals \$11,244 per year. This amount does not include stabilization services such as rent and utility deposits. The County estimates it has \$40,349 in ESG Program second allocation funds available for rapid re-housing and homelessness prevention. Thus, the County can only guarantee or reserve funds to cover three program participants rent for one year with this limited amount of ESG Program funds. It is not practical to split a small amount of funds between rapid re-housing and prevention. The County will use the second allocation of FY 2011 ESG Program funds for Rapid Re-Housing only. The priorities will be victims of domestic abuse and individuals and families eligible for SSI/SSDI.**

**c. Detailed Budget**

The County must include a detailed budget of planned activities and funding levels accounting for the entire second allocation and any reprogrammed funds from the first allocation. (may use Table 3 in this Notice)

**Table 3 is included on the following page.**

**FY 2011 Detailed Budget Table**

First Allocation		\$86,509.00	FY 2011		
Second Allocation		\$48,661.00	Emergency Shelter Grants/Emergency Solutions Grants		
Grant Amount		\$135,170.00	Program Allocations		
Total Administration		\$10,137.75			
		First Allocation		Second Allocation	Total Fiscal Year 2011
Eligible Activities		Activity Amount	Reprogrammed Amount	Activity Amount	Activity Amount
Emergency Shelter Grants Program	Homeless Assistance	\$72,383.00	\$0.00		\$72,383.00
	<i>Rehab/Conversion</i>	\$0.00	\$0.00		\$0.00
	<i>Operations</i>	\$51,034.00	\$0.00		\$51,034.00
	<i>Essential Services</i>	\$21,349.00	\$0.00		\$21,349.00
	Homelessness Prevention	\$9,801.00	\$0.00		\$9,801.00
	Administration	\$4,325.00	\$0.00		\$4,325.00
<b>Emergency Shelter Grants Subtotal</b>		<b>\$86,509.00</b>	<b>\$0.00</b>		<b>\$86,509.00</b>
Emergency Solutions Grants Program	Emergency Shelter**			\$0.00	\$0.00
	<i>Renovation**</i>			\$0.00	\$0.00
	<i>Operation**</i>			\$0.00	\$0.00
	<i>Essential Service**</i>			\$0.00	\$0.00
	<i>URA Assistance**</i>			\$0.00	\$0.00
	Street Outreach - Essential Services**			\$0.00	\$0.00
	HMIS		\$0.00	\$2,500.00	\$2,500.00
	Rapid Re-housing		\$0.00	\$40,349.00	\$40,349.00
	<i>Housing Relocation and Stabilization Services</i>		\$0.00	\$6,549.00	\$6,549.00
	<i>Tenant-Based Rental Assistance</i>		\$0.00	\$33,800.00	\$33,800.00
	<i>Project-Based Rental Assistance</i>		\$0.00	\$0.00	\$0.00
	Homelessness Prevention		\$0.00	\$0.00	\$0.00
	<i>Housing Relocation and Stabilization Services</i>		\$0.00	\$0.00	\$0
	<i>Tenant-Based Rental Assistance</i>		\$0.00	\$0.00	\$0
	<i>Project-Based Rental Assistance</i>		\$0.00	\$0.00	\$0.00
	Administration			\$5,812.00	\$5,812.00
<b>Emergency Solutions Grants Subtotal</b>			<b>\$0.00</b>	<b>\$48,661.00</b>	<b>\$48,661.00</b>
<b>Total Grant Amount:</b>					<b>\$135,170.00</b>

\*\*Allowable only if the amount obligated for homeless assistance activities using funds from the first allocation is less than the expenditure limit for emergency shelter and street outreach activities (see Section III.B. of this Notice).

## 6. **Written Standards for Provision of ESG Assistance**

The interim rule requires the County to include written standards for providing the proposed assistance. The written standards must include:

- a. Standard policies and procedures for evaluating individual's and families' eligibility for assistance under ESG.
- b. Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.
- c. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.
- d. Standards for determining the share of rent and utility costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.
- e. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.
- f. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participants receives assistance; or the maximum number of times the program participants may receive assistance.

**The ESG written standards were developed in consultation with the Coalition for the Homeless Houston/Harris County. The written ESG standards are provided in Appendix D.**

## 7. **Describe Process for Making Sub-awards**

The interim regulation requires that the County describe its process for making its allocation available to private nonprofit organizations and to participating units of local government.

**The County will place a public notice in a local newspaper and on the County website announcing the availability of the ESG Request for Proposals (RFP). The County maintains a mailing list of interested organizations. The County will issue RFPs to interested organizations and local governments. The County will hold a proposer's conference to provide information and answer questions regarding the ESG RFP. Potential applicants will be given three weeks to prepare their applications. Fort Bend County Community Development Department (FBCCDD) employees score the applications using the ESG Evaluation Form. The FBCCDD employees meet to discuss application evaluations, ineligible activities and/or costs and any other issues that are identified during the evaluation process. The project evaluation scores are averaged and ranked from highest to lowest. Awards are made based on the application evaluation ranking.**

**8. Homeless Participation Requirement**

Under 576.405(b) of the Interim Rule, recipients must develop and implement a plan (as part of their Annual Action Plan) to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any ESG-funded facilities, services, or other assistance. Therefore, those recipients must include a plan that meets the requirements under 576.406(b).

**The Fort Bend County Commissioner’s Court is the equivalent policy-making entity and it is composed of elected officials. As a result, the County must comply with 24 CFR 576.405(b) and develop and implement a plan to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities, services, or other assistance that receive funding under Emergency Solutions Grant (ESG). The County has developed a Homeless Participation Plan. The Homeless Participation Plan is included as Appendix F.**

**9. Performance Standards**

The recipient must describe the performance standards for evaluating ESG activities which must be developed in consultation with the Continuum of Care (CoC).

**Fort Bend County’s written performance standards are included in Appendix E.**

**10. Certifications**

**The County has signed and included the required certifications in Appendix G.**

**II. Written standards required for recipients who are eligible and decide to use part of the second allocation of FY 2011 funds for emergency shelter and street outreach activities.**

The recipient must provide written standards for providing the proposed assistance, as follows. The written standards must include:

- a. If funding essential services related to street outreach with second allocation: standards for targeting and providing these services.
- b. If funding emergency shelter activities with second allocation: policies and procedures for admission, diversion, referral and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations and persons with the highest barriers to housing.
- c. If funding essential services related to emergency shelter with second allocation; policies and procedures for assessing, prioritizing, and reassessing individual’s and families’ needs for essential services related to emergency shelter.

**Fort Bend County will not use part of the second allocation of FY 2011 funds for emergency shelter or street outreach.**

**III. Requirements for recipients who plan to use the risk factor under paragraph (1)(iii)(G) of the “at risk of homelessness” definition.**

If the recipient plans to serve persons “at risk of homelessness,” based on the risk factor “otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness:” describe specific characteristics associated with instability and increased risk of homelessness.

**Fort Bend County does not plan to serve persons “at risk of homelessness.” The County will use the second allocation of FY 2011 ESG funds for Rapid Re-housing only. The County will not use any of these funds for homeless prevention assistance.**

**IV. Requirements for Optional Changes to the FY 2011 Annual Action Plan**

**1. Centralized or Coordinated Assessment System**

If the recipient’s jurisdiction, or a portion of the recipient’s jurisdiction, currently, has a centralized or coordinated assessment system and the recipient or subrecipients utilize the centralized or coordinated assessment system, the recipient should describe the assessment system in the substantial amendment.

**Currently, Fort Bend County does not have a centralized or coordinated assessment system. Fort Bend County is working with the Coalition for the Homeless Houston/Harris County in the development of a comprehensive coordinated intake system. The first step in the approach for rapid re-housing was developing the priority groups to target: 1) People in need of SSI/SSDI; 2) People whose homelessness is related to domestic violence; and people who were recently incarcerated. The final development of this system is awaiting the issuance of regulations by the U.S. Department of Housing and Urban Development.**

**2. Monitoring**

If existing monitoring procedures are not sufficient to allow recipients to monitor compliance with the new requirements, HUD encourages recipients to update their monitoring standards and procedures in the process of submitting this substantial amendment. This should address appropriate levels of staffing.

**Fort Bend County’s current monitoring procedures are sufficient to monitor compliance with the new requirements of the Emergency Solutions Grants Program.**

**APPENDIX A**  
**Summary of Consultation Process**

**Coalition for the Homeless Houston/Harris County:**

In April, 2011 members of the Continuum of Care working in Harris and Fort Bend Counties were convened to develop community-wide goals in order to prepare for implementation of the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. Two of the priorities related to developing plans to better target the prevention of homelessness and expand rapid re-housing capacity.

Over the summer, workgroups comprised of a variety of members of the Continuum of Care and staffed by the Coalition for the Homeless met to develop recommendations for 1. What type of clients should be targeted for services, and 2. What program standards should be required of all providers. Focus groups of Homelessness Prevention and Rapid Re-Housing providers (HPRP), Housing Opportunities for Persons with AIDS (HOPWA) were conducted to identify successful practices and recommendations to improve program performance. Research and data analysis was conducted as part of the Coalition for the Homeless' *Capacity and Gaps in the Homeless Residential and Service System, Harris and Fort Bend Counties* to identify areas where people lived prior to becoming homeless and gaps and barriers in service delivery system. A comparative analysis of the characteristics of literally homeless people and those served in year two of the HPRP homelessness prevention programs was conducted to identify common risk-factors among people who become homeless in order to better target homelessness prevention services. A focus group was held with members of the Coalition for the Homeless' Consumer Advisory Council, which is comprised of people who are currently or formerly homeless, to hear from their experience what services would be most helpful in either preventing experiences of homelessness or assisting people who are literally homeless through rapid re-housing. A site visit to Salt Lake City was made by the Coalition for the Homeless' Systems Project Manager to learn about the restructuring of their rapid re-housing system and coordinated grant process of the state, city, and county.

In May, a second HEARTH Clinic was held targeted to the local jurisdictions that administer HUD funds related to homelessness. At that meeting, a public funding governance structure was agreed upon as a means to coordinate homelessness prevention and stabilization efforts between the various public entities, with the Coalition for the Homeless staff acting as managers of the process. Since HUD's ESG regulations were released in December, the four local jurisdictions and the Coalition for the Homeless, as the Lead Agency of the Continuum of Care, have been meeting to strategize about populations to target, developing a common assessment tool, developing common program standards, and setting common outcomes to measure across the community.

## **APPENDIX B**

### **Summary of Citizen Participation Process**

The staff of the Fort Bend County Community Development Department managed the Emergency Solutions Grant Program Substantial Amendment process, participated in the Coalition consultation process, conducted meetings, collected the required information and wrote the actual Substantial Amendment document. A public notice was placed in the newspaper on February 8, 2012. An e-mail notice was sent to individuals and organizations on the ESG mailing list. A public meeting and information session was held on February 17, 2012 to discuss the changes in the Emergency Shelter/Emergency Solutions Grants Program, receive comments from the public regarding the funding priorities for the second allocation of ESG Program funds, the targeting of assistance to individuals and families, proposed activities, the written standards for the provision of assistance, and performance standards for evaluating ESG activities. This information and a list of the persons in attendance at each of the February 17, 2012 meeting are included in Appendix B: Summary of Citizen Participation Process. Subsequent comments were included, also.

During the thirty-day public comment period from March 16, 2012 to April 17, 2012, draft copies of Fort Bend County's Emergency Solutions Grants Program Substantial Amend were available for review from the office of Fort Bend County Community Development Department, 301 Jackson, Richmond, Texas 77469 and on the County's website at: [co.fort-bend.tx.us](http://co.fort-bend.tx.us). The Fort Bend County Commissioners Court is scheduled to approve the FY 2012 Substantial Amendment on May 1, 2012. Only two written comments were received during the thirty day comment period for the FY 2011 Emergency Solutions Grant Program Substantial Amendment. They are included in Appendix B: Summary of Citizen Participation Process. The County incorporated some of the comments from the Coalition for the Homeless of Houston/Harris County into the substantial amendment submitted to HUD.

**PUBLIC NOTICE**  
**FORT BEND COUNTY**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**FY 2011 CONSOLIDATED ACTION PLAN AMENDMENT**  
**Emergency Solutions Grants Program**

Fort Bend County proposes to amend its approved FY 2011 Consolidated Action Plan. The Consolidated Plan regulations at 24 CFR 91.505 state that a jurisdiction shall amend its approved plan whenever it makes one of the following decisions:

- (1) To make a change in its allocation priorities or a change in the method of distribution of funds;
- (2) To carry out an activity, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan; or
- (3) To change the purpose, scope, location, or beneficiaries of an activity.

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act, including major revisions to the Emergency Shelter Grants Program, now the Emergency Solutions Grants (ESG) Program. The ESG program is designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

During FY 2011, the U.S. Department of Housing and Urban Development (HUD) announced the allocation \$250 million in Emergency Shelter/Solutions Grants Program Funding. The FY 2011 funds were divided into two allocations. The first allocation of \$160 million was awarded under the Emergency Shelter Program regulation. Fort Bend County received \$86,509 and awarded these funds through the FY 2011 Consolidated Plan process. The second allocation of \$90 million was released by HUD in January of 2012. Fort Bend County expects to receive \$48,661. To receive the second allocation of funds, Fort Bend County must prepare and obtain HUD approval of a substantial amendment of the FY 2011 Consolidated Annual Action Plan. The substantial amendment is due to HUD by May 15, 2012. HUD is encouraging communities to focus as much of their funding as possible on rapidly re-housing persons who are literally homeless in order to reduce the numbers of persons who are living in shelters and on the streets, in order to end homelessness in this country.

A public meeting will be held on Friday, February 17, 2012, 10:00 a.m., at the Travis Building, 2<sup>nd</sup> Floor Training Room, 301 Jackson, Richmond, Texas to receive comments from the public regarding the funding priorities of the second allocation of ESG Program funds, the targeting of assistance to individuals and families, proposed activities, the written standards for the provision of assistance and performance standards for evaluating ESG activities. The public is encouraged to attend and to submit comments to Marilyn Kindell, Community Development Director, 301 Jackson, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2011 Consolidated Annual Plan Substantial Amendment as appropriate. Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. For more information, please call Carol Borrego at (281) 341-4410.

**Fort Bend County Community Development Department  
 Emergency Solutions Grant (ESG) Program  
 Public Meeting  
 William B. Travis Building  
 2<sup>nd</sup> Floor Training Room  
 February 17, 2012  
 10:00 a.m.**

- I. Introduction
- II. Consolidated Annual Action Plan Amendment for Emergency Solutions Grant Program
- III. Assistance Expected To Be Received By Fort Bend County

- A. Emergency Solutions Grant Program (ESG)

- Amount of Assistance:

FY 2011 Emergency Shelter Grant	\$86,509
FY 2011 Emergency Solutions Grant*	<b><u>\$48,661</u></b>
<b>FY 2011 Total</b>	<b>\$135,170</b>
*amount includes \$5,812 in administration	
<b>FY 2012 Total</b>	<b>\$157,399</b>
Administration	\$11,804
Outreach/Emergency Shelter Cap (60%)	\$94,439
Homelessness Prevention/Rapid Re-housing	\$51,156

- B. Range of Activities

- 576.101 Street outreach component.
- 576.102 Emergency shelter component.
- 576.103 Homelessness prevention component.
- 576.104 Rapid re-housing assistance component.
- 576.105 Housing relocation and stabilization services.
- 576.106 Short-term and medium-term rental assistance.
- 576.107 HMIS component.

- IV. Needs Assessment

- V. Consultation Process

- A. Input regarding substantial amendment (match, guidelines, etc...)(576.400)
- B. Who else in the community should the County consult? (576.400)
- C. Homeless representation (576.405)
- D. RFP now or later? Together or separate?
- E. Meet again?

- VI. Questions, Answers, Comments

Community Development Staff:

Marilynn Kindell, Director

Carol Borrego, Planner

Karen Bringol, Program Coordinator

Annette Mata, Receptionist

Debra Watson, Administrative Assistant      email: [watsodeb@co.fort-bend.tx.us](mailto:watsodeb@co.fort-bend.tx.us)

**Fort Bend County Community Development Department  
FY 2012 Consolidated Annual Action Plan  
Emergency Solutions Grant (ESG) Program  
Public Meeting**

**II. Assistance Expected To Be Received By Fort Bend County**

**FY 2012 Funds Expected**

Fort Bend County is expected to receive \$1,906,927 in CDBG Program funds, \$363,631 in HOME Program funds and \$157,399 in Emergency Solutions Grant funds directly from the U.S. Department of Housing and Urban Development (HUD) for program year 2012 (September 1, 2012 to August 31, 2013). The FY 2012 amounts reflect significant programmatic and funding changes in Congressional funding for the HOME and ESG Programs. The HOME Program funding was reduced by 26 percent. As a result, there are only enough HOME Program funds to fund the County's Housing Rehabilitation Program, program administration and the required CHDO set-aside. The department will not issue an RFP for the HOME Program this year.

During FY 2011, the U.S. Department of Housing and Urban Development (HUD) announced the allocation of \$250 million in Emergency Shelter/Solutions Grants Program Funding. The FY 2011 funds were divided into two allocations. The first allocation of \$160 million was awarded under the Emergency Shelter Program regulation. Fort Bend County received \$86,509 and awarded these funds through the FY 2011 Consolidated Plan process. The second allocation of \$90 million was released by HUD in January, 2012 is to be administered under the revised Emergency Solutions Program regulation. Fort Bend County expects to receive \$48,661. To receive the second allocation of funds, Fort Bend County must prepare and obtain HUD approval of a substantial amendment of the FY 2011 Consolidated Annual Action Plan. The substantial amendment is due to HUD by May 15, 2012. The RFP process for the Emergency Solutions Grant Program will be delayed until after HUD approves the substantial amendment for the second allocation of the FY 2011 and FY 2012 program funds.

Fort Bend County's CDBG can be used within the unincorporated areas of Fort Bend County and within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Simonton, Stafford, and Thompsons. Funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland or Sugar Land.

**A. Community Development Block Grant (CDBG)**

1. Amount of Assistance: During FY 2012, Fort Bend County estimates it may receive **\$1,906,927** in CDBG Program funds.
2. Range of Activities: The primary objective of the Community Development Block Grant Program is to aid in the development of viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and very low income.

**B. HOME Investment Partnerships Program (HOME)**

1. Amount of Assistance: During FY 2012, Fort Bend County, the participating jurisdiction (PJ), estimates it may receive **\$363,631** in HOME Program funds. This amount includes \$54,464 in CHDO set-aside funds required by HUD. Approximately, **\$272,315** is available for County's Housing Rehabilitation Program.
2. Range of Activities: HOME Program funds may be used for a variety of activities to develop and support affordable housing for low-income individuals and families according to HOME Program and other Federal requirements.

**C. Emergency Solutions Grant (ESG)**

1. Amount of Assistance: During FY 2012, Fort Bend County estimates it will receive **\$157,399** in ESG Program funds. This amount includes \$11,804 for administration, \$94,439 for outreach and emergency shelters and \$51,154 for homeless assistance.
2. Range of Activities: Emergency Solutions Grant (ESG) Program funds may be used for the rehabilitation or conversion of buildings for use as emergency shelter for the homeless, for the payment of certain expenses related to operating emergency shelters, for essential services related to emergency shelters and street outreach for the homeless, and for homelessness prevention and rapid re-housing assistance.

**Emergency Solutions Grants Resource Page:** <http://www.hudhre.info/esg/>

**D. Housing Opportunities For Persons With AIDS (HOPWA)**

Fort Bend County is part of the Houston Eligible Metropolitan Area (EMA) for the Housing Opportunities For Persons With AIDS Program. The largest jurisdiction within the EMA administers the HOPWA Program funds for the entire eligible metropolitan area. The City of Houston administers the HOPWA funds for the Fort Bend County area. If you have any questions regarding this program, please call the City of Houston at (713) 868-8300.

**To obtain a FY 2012 RFP, please call the Fort Bend County Community Development Department at (281) 341-4410. If you need additional information regarding any of these programs, please call Carol Borrego with this office.**

**FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT**  
**FY 2011 Consolidated Annual Action Plan Amendment**  
**Emergency Solutions Grant (ESG) Program**  
**Public Meeting**  
**February 17, 2012**

(Please print)

NAME	ADDRESS	PHONE NUMBER	FAX NUMBER	E-MAIL ADDRESS	ORGANIZATION/ AGENCY
Volanda Ann Meza	51A S. 4th St. Fort Worth, TX 76102	817-342-4135	817-342-9440	meza@fortbendcountysocialcenter.org	Fort Bend County Women's Center
Lena Ellipe	4520 Reading Pl Ste A, Dallas, TX 75244	281-242-7320	281-242-0557	ellipe@fortbendcountysocialcenter.org	ESG
Wendy Abraham	207 Texas Parkway, Missouri City, TX 77459	281-403-8050	281-403-8055	wendy.abraham@fortbendcountysocialcenter.org	Fort Bend County Social Services
Uita Goodkill	905 3rd St, Rosenberg, TX 77470	281-242-7327	281-242-5041	goodkill@fortbendcountysocialcenter.org	ESG
Wesley Ferrel	1485 Greenbriar, Stafford, TX 77477	281-287-8501	281-287-8516	ferrel@fortbendcountysocialcenter.org	The Salvation Army
Margt Durbin	" " " "	" "	" "	durbin@fortbendcountysocialcenter.org	The Salvation Army
Shanna Blosser	3203 Silent Spring, Springtown, TX 77474	281-565-2510	" "	blosser@fortbendcountysocialcenter.org	Park's Youth Ranch
Linda Shultz	34 Baystate Tr, Houston, TX 77054	281-778-0160	same	shultz@fortbendcountysocialcenter.org	Park's Youth Ranch
Lea L. Johnson	1424 FM 1092, Houston, TX 77045	281-443-3423	" "	ljohnson@fortbendcountysocialcenter.org	Fort Bend Family Promise

**FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT**  
**FY 2011 Emergency Solutions Grants Program**  
**Comment Form**

Comments: Parks Youth Ranch was established in response to a gap in community services for the homeless and at-risk youth population, which is growing at a significant rate in Fort Bend County. In early February 2012 there were 80 unaccompanied/homeless youth registered with Lamar and Fort Bend school districts. **The Fred and Mabel R. Parks Youth Ranch is the only emergency shelter for homeless youth in Fort Bend County.** Being able to provide shelter services to homeless youth locally allows them to continue their education in their home school which in turns provides a greater chance that they will complete their high school education. The availability of a youth shelter in Fort Bend County allows families to participate in family counseling and visit on a more frequent basis, which in turn makes family reunification more plausible. It also offers youth stability in familiar surroundings.

The Fort Bend Community Plan for 2011-12 identified the problem of: "Lack of available crisis intervention programs or shelters for juveniles. Programs for runaways /"unwanted" teens and at-risk teens." (p 18 of plan) According to the Texas Department of Family and Protective Services the total child population in Fort Bend County in 2009 was 135,413

Research has shown that homeless youth, with their poor diet and personal hygiene as well as high rates of sexual activity, to be at greater risk for many health problems, including HIV and AIDS. The need to procure the basic necessities of food, clothing and shelter clearly interferes with education and may also result in involvement with illegal activities in order to survive. Professionals believe that the lack of treatment for mental illness, and involvement in drug use and criminal activity are likely to lead these youth to becoming long-term residents of jails, prisons, or treatment centers rather than productive citizens. Without the resources and programs offered at the shelter many of these youth could end up being homeless adults. Funding for emergency youth shelter operations should be a priority for Fort Bend County.

Name: Linda Shultz \_\_\_\_\_

Organization: Parks Youth Ranch \_\_\_\_\_

Address: 11614 FM 361 \_\_\_\_\_

City, State, Zip Code: Richmond, TX 77459 \_\_\_\_\_

Area Code/Telephone Number: 281-778-0150 \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address ldshultz@gmail.com \_\_\_\_\_

Please mail this form to: Fort Bend County  
Community Development Department  
301 Jackson  
Richmond, Texas 77469  
or e-mail form to: borreacar@co.fort-bend.tx.us

FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2011 Emergency Solutions Grants Program  
Comment Form

In 2011, the Fort Bend County Women's Center had to refer 667 callers to other services because our shelter was full. Emergency Solutions Grant funding can help with this problem in two ways: First, it is clear that Emergency Shelter is still an essential component of the overall program to end homelessness. As the only provider of emergency shelter for domestic violence victims in the County, Fort Bend County Women's Center needs ESG funding to continue this essential program. Second, with Rapid Rehousing funds, we could have helped move families out of the Shelter more quickly, making room for at least some of the 667 unserved people.

Name: Vita Goodell

Organization: Fort Bend County Women's Center

Address: P. O. Box 183

City, State, Zip Code: Richmond, TX 77406

Area Code/Telephone Number: 281-344-5750

Fax Number: 281-232-5041

E-Mail Address vgoodell@fortbendwomenscenter.org

Please mail this form to: Fort Bend County  
Community Development Department  
301 Jackson  
Richmond, Texas 77469  
or e-mail form to: borreacar@co.fort-bend.tx.us

For office use only.

Date received: \_\_\_\_\_  
Esg comments 2012

2/17/12 @ muthy for ESG CE

FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2011 Emergency Solutions Grants Program  
Comment Form

Comments: Recent evidence confirms there are an increased number of Fort Bend families experiencing homelessness. The George Foundation conducted a comprehensive update to the 2006 needs assessment for Fort Bend County. The study recommends the highest priority for Fort Bend County is comprehensive services for needy families which should be addressed through the organization of family shelter in accord with nutritious foods that address complex problems for vulnerable families. In addition, the inability to sustain affordable housing was the highest cause of homelessness among families enrolled in the Fort Bend Family Promise (FBFP) shelter program. The mission of Fort Bend Family Promise is to meet the immediate needs of homeless families while empowering them to attain self-sufficiency. In 2011, FBFP provided advice and advocacy for 217 at-risk families composed of 463 school aged children to prevent their becoming homeless. In addition, FBFP directly provided immediate shelter, food and intensive case management for 13 homeless families composed of 58 school aged children. FBFP recognize that poverty is a multifaceted problem that requires a multifaceted response. The program responds by integrating educational outreach, smart programming, effective policies, and the hands-on work of hundreds of Fort Bend county volunteers. FBFP program provide the services necessary to help the homeless families quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness. FBFP offers comment to amend the FY 2011 Consolidated Annual Action Plan to focus ESG funds on rapidly re-housing homeless Fort Bend County families who are literally homeless in order to reduce the numbers of families who are living in shelters and on the streets, in order to end homelessness in this county.

Name: Vera L. Johnson, Executive Director

Organization: Fort Bend Family Promise

Address: 1424 FM 1092

City, State, Zip Code: Missouri City, Texas 77459

Area Code/Telephone Number: (o) 281-403-3923/(c) 281-705-7229

Fax Number: 281-403-3923

E-Mail Address: VLJohnson.FBFamilyPromise@gmail.com

Please mail this form to: Fort Bend County  
Community Development Department  
301 Jackson  
Richmond, Texas 77469

or e-mail form to: [borreacar@co.fort-bend.tx.us](mailto:borreacar@co.fort-bend.tx.us)

For office use only.

Date received: \_\_\_\_\_

**PUBLIC NOTICE  
 FORT BEND COUNTY  
 COMMUNITY DEVELOPMENT DEPARTMENT  
 FY 2011 CONSOLIDATED ACTION PLAN AMEDEMMENT  
 Emergency Solutions Grants Program**

Fort Bend County proposes to amend its approved FY 2011 Consolidated Action Plan. The Consolidated Plan regulations at 24 CFR 91.505 state that a jurisdiction shall amend its approved plan whenever it makes one of the following decisions:

- (1) To make a change in its allocation priorities or a change in the method of distribution of funds;
- (2) To carry out an activity, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan; or
- (3) To change the purpose, scope, location, or beneficiaries of an activity.

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act, including major revisions to the Emergency Shelter Grants Program, now the Emergency Solutions Grants (ESG) Program. The ESG program is designed to identify sheltered and unsheltered homeless persons, as well as those at risk of homelessness, and provide the services necessary to help those persons quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

During FY 2011, the U.S. Department of Housing and Urban Development (HUD) announced the allocation of \$250 million in Emergency Shelter/Solutions Grants Program Funding. The FY 2011 funds were divided into two allocations. The first allocation of \$160 million was awarded under the Emergency Shelter Program regulation. Fort Bend County received \$86,509 and awarded these funds through the FY 2011 Consolidated Plan process. The second allocation of \$90 million was released by HUD in January of 2012. Fort Bend County expects to receive \$48,661. To receive the second allocation of funds, Fort Bend County must prepare and obtain HUD approval of a substantial amendment of the FY 2011 Consolidated Annual Action Plan. HUD is encouraging communities to focus as much of their funding as possible on rapidly re-housing persons who are literally homeless in order to reduce the numbers of persons who are living in shelters and on the streets, in order to end homelessness in this country.

Fort Bend County’s proposed use of ESG Program funds is summarized below:

Fiscal Year 2011	
Program Administration	\$5,812.00
Homeless Management Information System (HMIS)	\$2,500.00
Rapid Re-Housing	\$33,800.00
Housing Relocation and Stabilization Services	\$6,549.00
Total ESG	\$48,661.00

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The Fort Bend County FY 2011 Consolidated Action Plan Amendment is available for public comment. The public is encouraged to submit written comments by Tuesday, April 17, 2012 to

Marilynn Kindell, Community Development Director, at 301 Jackson, Richmond, Texas 77469. Comments will be incorporated into the Consolidated Action Plan Amendment, as appropriate. Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department as (281) 341-4410. Fort Bend County must submit its action plan substantial amendment to HUD by May 15, 2012. For more information, please call Carol Borrego at (281) 341-4410. Updates on the substantial amendment will be posted on the County's website: <http://www.co.fort-bend.tx.us> as materials are developed.

ESG 2nd public notice 031612

## Borrego, Carol

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**From:** Shannon Bloesch [smbloesch@comcast.net]  
**Sent:** Friday, March 30, 2012 6:14 PM  
**To:** Borrego, Carol  
**Subject:** RE: draft ESG Substantial Amendment

Carol-

I'm assuming that since the funds are being allocated for rent assistance and rapid rehousing that PYR will not qualify for this portion...

Please let me know your thoughts if I'm interpreting incorrectly.

Thanks  
Shannon

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**From:** Borrego, Carol [<mailto:Carol.Borrego@co.fort-bend.tx.us>]  
**Sent:** Thursday, March 29, 2012 1:06 PM  
**To:** 'vgoodell@fortbendwomenscenter.org'; 'filiplen@fort-bend.tx.us'; 'juantia.bernal@uss.salvationarmy.org'; 'smbloesch@comcast.net'; 'vljohnson.FBFamilyPromise@gmail.com'  
**Subject:** draft ESG Substantial Amendment

Dear Potential ESG Subrecipients:

I have attached a copy of the draft ESG substantial amendment that is available for comment. This amendment only covers the second allocation of FY 2011 funds \$48,661. I also have attached a copy of the public notice. Please let know any comments or questions you may have. I am working on a combined RFP for both FY 2011 and FY 2012 ESG Program funds and hope to issue it soon.

Carol Borrego, AICP  
Planner  
Fort Bend County Community Development Department  
301 Jackson  
Richmond, Texas 77469  
(281) 341-4410

## **Borrego, Carol**

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**From:** Whitney Fleming [wfleming@homelesshouston.org]  
**Sent:** Thursday, April 12, 2012 11:19 AM  
**To:** Borrego, Carol; Kindell, Marilyn  
**Subject:** Info for Substantial Amendment

Hi Marilyn and Carol,  
Hope you're doing well! I'm reading through the Substantial Amendment for ESG and have a couple of recommendations. Do I need to submit them another way as part of the public input process, too?

Under ***Centralized or Coordinated Assessment System*** I would add that while we're in the process of developing a comprehensive coordinated intake system, our first step in the approach for rapid re-housing was developing the priority groups to target: 1. People in need of SSI/SSDI, 2. People whose homelessness is related to domestic violence, and 3. People who were recently incarcerated.

Because your subrecipient is a domestic violence provider, all of their clients will fit into our CoC's priority group of domestic violence survivors.

So proud of the cities and counties in our area for working such a coordinated way!

Whitney Fleming

Systems Project Manager  
Coalition for the Homeless of Houston/Harris County  
600 Jefferson, Suite 2050  
Houston, Texas 77002  
Direct line-832-531-6001

***Leading Houston Home***  
[www.homelesshouston.org](http://www.homelesshouston.org)

**APPENDIX C**  
**Listing of Proposed Activities**

<b>Project Name:</b>		<b>FY 2011 Emergency Solutions Grant Program Administration</b>						
<b>Description:</b>		<b>IDIS Project #:</b>		<b>UOG Code:</b>		<b>UOG Code</b>		
General administration of Emergency Solutions Grants (ESG) Program. Program administration limited to 7.5% of total FY 2011 funding. Total FY 2011 = \$157,399. Total administration (7.5%) = \$11,804. Emergency Shelter Grant Administration = \$4,325. Emergency Solutions Grants Program Administration = \$5,812.								
<b>Location:</b>		<b>Priority Need Category</b>						
301 Jackson, Richmond, Texas 77469		<b>Select one:</b>		Planning/Administration ▼				
<b>Expected Completion Date:</b>		<b>Explanation:</b>						
(12/31/2012)		The Emergency Solutions Grants Program regulation at 24 CFR 576.108 lists the eligible costs including general management, oversight and coordination; training on ESG requirements, consolidated plan, and environmental review.						
<b>Objective Category</b>		<b>Specific Objectives</b>						
<input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity		1	End chronic homelessness ▼					
		2	▼					
		3	▼					
<b>Outcome Categories</b>								
<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability								
<b>Project-level Accomplishments</b>	Accompl. Type: ▼	<b>Proposed</b>				Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>					<b>Underway</b>	
		<b>Complete</b>					<b>Complete</b>	
	Accompl. Type: ▼	<b>Proposed</b>				Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>					<b>Underway</b>	
		<b>Complete</b>					<b>Complete</b>	
	Accompl. Type: ▼	<b>Proposed</b>				Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>					<b>Underway</b>	
		<b>Complete</b>					<b>Complete</b>	
<b>Proposed Outcome</b>		<b>Performance Measure</b>			<b>Actual Outcome</b>			
31B Administration - grantee ▼		Matrix Codes ▼			Matrix Codes ▼			
Matrix Codes ▼		Matrix Codes ▼			Matrix Codes ▼			
Matrix Codes ▼		Matrix Codes ▼			Matrix Codes ▼			
<b>Program Year 1</b>	ESG ▼	<b>Proposed Amt.</b>	<b>\$ 5,812.00</b>		Fund Source: ▼	<b>Proposed Amt.</b>		
		<b>Actual Amount</b>				<b>Actual Amount</b>		
	Fund Source: ▼	<b>Proposed Amt.</b>			Fund Source: ▼	<b>Proposed Amt.</b>		
		<b>Actual Amount</b>				<b>Actual Amount</b>		
	Accompl. Type: ▼	<b>Proposed Units</b>			Accompl. Type: ▼	<b>Proposed Units</b>		
		<b>Actual Units</b>				<b>Actual Units</b>		
	Accompl. Type: ▼	<b>Proposed Units</b>			Accompl. Type: ▼	<b>Proposed Units</b>		
		<b>Actual Units</b>				<b>Actual Units</b>		

<b>Project Name:</b> FY 2011 Emergency Solutions Grant Program HMIS						
<b>Description:</b>	<b>IDIS Project #:</b> <b>UOG Code:</b> UOG Code					
The County will pay the costs of contributing data to the Homeless Management Information System (HMIS) designated by the Continuum of Care (CoC) for the area. The HMIS is the information system designated by the CoC to comply with HUD's data collection, management, and reporting standards and used to collect client-level data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.						
<b>Location:</b> 301 Jackson, Richmond, Texas 77469	<b>Priority/Need Category:</b> <b>Select one:</b> Homeless/HIV/AIDS ▼					
<b>Expected Completion Date:</b> 12/31/2012	<b>Explanation:</b> The Emergency Solutions Grants Program regulation at 24 CFR 576.107 lists the eligible costs and general restrictions applicable to HMIS.					
<b>Objective Category:</b> <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives:</b>					
<b>Outcome Categories:</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	1 End chronic homelessness ▼ 2 ▼ 3 ▼					
<b>Project-level Accomplishments</b>	01 People ▼	<b>Proposed</b>		Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	Accompl. Type: ▼	<b>Proposed</b>		Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
	Accompl. Type: ▼	<b>Proposed</b>		Accompl. Type: ▼	<b>Proposed</b>	
		<b>Underway</b>			<b>Underway</b>	
		<b>Complete</b>			<b>Complete</b>	
<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>				
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼				
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼				
Matrix Codes ▼	Matrix Codes ▼	Matrix Codes ▼				
<b>Program Year 1</b>	ESG ▼	<b>Proposed Amt.</b>	\$ 2,500.00	Fund Source: ▼	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Fund Source: ▼	<b>Proposed Amt.</b>		Fund Source: ▼	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>			<b>Actual Amount</b>	
	Accompl. Type: ▼	<b>Proposed Units</b>		Accompl. Type: ▼	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	
	Accompl. Type: ▼	<b>Proposed Units</b>		Accompl. Type: ▼	<b>Proposed Units</b>	
		<b>Actual Units</b>			<b>Actual Units</b>	

<b>Project Name:</b>	<b>FY 2011 Emergency Solutions Grant Program: Rapid Re-Housing</b>		
<b>Description:</b>	<b>IDIS Project #:</b>	<b>UOG Code:</b>	<b>UOG Code</b>
Rapid Re-Housing assistance is the provision of housing relocation and stabilization services and short- and/or medium-term rental assistance as necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing. The ESG regulation at 24 CFR 576.104 addresses Rapid Re-Housing.			

<b>Location:</b> 301 Jackson, Richmond, Texas 77469	<b>Priority/Need Category:</b> <b>Select one:</b> Homeless/HIV/AIDS ▼
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<b>Expected Completion Date:</b> 12/31/2012	<b>Activity addresses Decent Housing Objective 3: Provide a Continuum of Care to Potential Homeless and Homeless Persons. DH 3.2: Provide rental assistance for 5 homeless persons. (1 person/housing unit per year.)</b>
<b>Objective Category:</b> <input checked="" type="radio"/> Decent Housing <input type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	

<b>Outcome Categories:</b> <input checked="" type="checkbox"/> Availability/Accessibility <input checked="" type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	<b>Specific Objectives:</b> 1 End chronic homelessness ▼ 2 Improve access to affordable rental housing ▼ 3 ▼
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<b>Project-level Accomplishments</b>	01 People ▼	<b>Proposed</b>	<b>5</b>	<b>Accompl. Type:</b> ▼	<b>Proposed</b>
		<b>Underway</b>			<b>Underway</b>
		<b>Complete</b>			<b>Complete</b>
	<b>Accompl. Type:</b> ▼	<b>Proposed</b>		<b>Accompl. Type:</b> ▼	<b>Proposed</b>
		<b>Underway</b>			<b>Underway</b>
		<b>Complete</b>			<b>Complete</b>
	<b>Accompl. Type:</b> ▼	<b>Proposed</b>		<b>Accompl. Type:</b> ▼	<b>Proposed</b>
		<b>Underway</b>			<b>Underway</b>
		<b>Complete</b>			<b>Complete</b>

<b>Proposed Outcome</b>	<b>Performance Measure</b>	<b>Actual Outcome</b>

Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼

<b>Program Year 1</b>	ESG ▼	<b>Proposed Amt.</b>	\$ 40,349.00	<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>
		<b>Actual Amount</b>			<b>Actual Amount</b>
	<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>		<b>Fund Source:</b> ▼	<b>Proposed Amt.</b>
		<b>Actual Amount</b>			<b>Actual Amount</b>
	<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>		<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>
		<b>Actual Units</b>			<b>Actual Units</b>
	<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>		<b>Accompl. Type:</b> ▼	<b>Proposed Units</b>
		<b>Actual Units</b>			<b>Actual Units</b>

**Project Name:** **FY 2011: Emergency Solutions Grant: Housing Relocation and Stabilization Services**

**Description:** **IDIS Project #:** **UOG Code:** **UOG Code**

Housing relocation and stabilization services are defined by the Emergency Solutions Grants Program regulation at 24 CFR 576.105. These activities include financial assistance costs such as rental application fees, security deposits, last month's rent, utility deposits, utility payments, moving costs. This section also allows services costs such as housing search and placement, housing stability case management, mediation, legal services, and credit repair.

**Location:** 301 Jackson, Richmond, Texas 77469

**Priority Need Category:** Select one: Homeless/HIV/AIDS

**Expected Completion Date:** (12/31/2012)

**Activity addresses Decent Housing Objective 3: Provide a Continuum of Care to Potential Homeless and Homeless Persons. DH 3.4: Provide essential or supportive services to at least 50 homeless persons. (10 persons per year.)**

**Objective Category:**

- Decent Housing
- Suitable Living Environment
- Economic Opportunity

**Specific Objectives:**

Outcome Categories:

- Availability/Accessibility
- Affordability
- Sustainability

1 End chronic homelessness

2

3

<b>Project-level Accomplishments</b>	01 People	▼	<b>Proposed</b>	<b>5</b>		Accmpl. Type: ▼	<b>Proposed</b>	
			<b>Underway</b>				<b>Underway</b>	
			<b>Complete</b>				<b>Complete</b>	
	Accmpl. Type: ▼		<b>Proposed</b>			Accmpl. Type: ▼	<b>Proposed</b>	
			<b>Underway</b>				<b>Underway</b>	
			<b>Complete</b>				<b>Complete</b>	
	Accmpl. Type: ▼		<b>Proposed</b>			Accmpl. Type: ▼	<b>Proposed</b>	
			<b>Underway</b>				<b>Underway</b>	
			<b>Complete</b>				<b>Complete</b>	

Proposed Outcome	Performance Measure	Actual Outcome

Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼
Matrix Codes ▼	Matrix Codes ▼

<b>Program Year 1</b>	ESG ▼	<b>Proposed Amt.</b>	<b>\$ 6,549.00</b>		Fund Source: ▼	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>				<b>Actual Amount</b>	
	Fund Source: ▼	<b>Proposed Amt.</b>			Fund Source: ▼	<b>Proposed Amt.</b>	
		<b>Actual Amount</b>				<b>Actual Amount</b>	
	Accmpl. Type: ▼	<b>Proposed Units</b>			Accmpl. Type: ▼	<b>Proposed Units</b>	
		<b>Actual Units</b>				<b>Actual Units</b>	
	Accmpl. Type: ▼	<b>Proposed Units</b>			Accmpl. Type: ▼	<b>Proposed Units</b>	
		<b>Actual Units</b>				<b>Actual Units</b>	

**APPENDIX D**  
**Written Standards**

**Fort Bend County, Texas**  
**Emergency Solutions Grants Program**  
**Written Standards**

**I. Introduction**

Fort Bend County has developed the following standards for providing assistance with Emergency Solutions Grants (ESG) funds as required by 24 CFR 576.400 (e). These are initial standards that have been created in coordination with the Houston/Harris County Continuum of Care which includes Harris County, the City of Houston, Fort Bend County and the City of Pasadena.

These standards represent goals for providing services for the community and the entire continuum, though the Fort Bend County expects that the standards will become more expansive as the Fort Bend County gains more experience with and collects more data from services provided with the Emergency Solutions Grants program. These standards are in accordance with the interim rule for the Emergency Solutions Grants Program released by the U.S. Department of Housing and Urban Development on December 4, 2011 and the final rule for the definition of homelessness also released by the U.S. Department of Housing and Urban Development on December 4, 2011.

**II. Evaluating eligibility for families and individuals**Intake and Assessment

Case managers will use the Continuum wide assessment tool to review client situation, understand eligibility and begin the process of determining length of assistance. Any client assessed for potential assistance with ESG funds must meet the criteria to become eligible for homelessness prevention or rapid re-housing assistance. Any new client entering into shelter must also undergo a complete assessment to understand client needs and barriers and match the client to the most appropriate services provider. The following outlines the individual characteristics of clients qualifying for homelessness prevention or rapid re-housing.

Homelessness Prevention

Any client receiving assistance must have proof of residence within the Fort Bend County service area.

Total household income must be below 30 percent of Area Family Income (AFI) for the area at initial assessment. Clients must provide documentation of household income, including documentation of unemployment and zero income affidavits for clients without income.

All clients must meet the following HUD criteria for defining at risk of homelessness for individuals or families, unaccompanied children and youth or families with children and youth where youth are defined as up to age 25:

- Has moved because of economic reasons 2 or more times during the 60 days immediately preceding application for assistance (Individuals and Families)
- Is living in the home of another because of economic hardship (Individuals and Families)

- Has been notified that their right to occupy their current housing or living situations will be terminated within 21 days after the date of application for assistance (Individuals and Families)
- Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals (Individuals and Families)
- Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room (Individuals and Families)
- Is exiting a publicly funded institution or system of care (Individuals and Families)
- Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in Fort Bend County's approved Con Plan (Individuals and Families)
- A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute (Unaccompanied children and youth)
- An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her. (Families with children and youth)

#### Rapid Re-housing

Any client receiving rapid re-housing assistance must meet the HUD criteria for determining homelessness as either literally homeless, at imminent risk of homelessness, homeless under another federal statute, or fleeing/attempting to flee domestic violence. The four categories are listed below:

Category 1 – Literally homeless is an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not meant for human habitation;
- Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or
- Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

Category 2 – Imminent risk of homelessness is an individual or family who will imminently lose their primary nighttime residence, provided that:

- Residence will be lost within 14 days of the date of application for homeless assistance;
- No subsequent residence has been identified; and

- The individual or family lacks the resources or support networks needed to obtain other permanent housing

Category 3 – Homeless under another federal statute includes unaccompanied youth under the age of 25 or families with children and youth, who do not otherwise qualify as under this definition but who:

- Are defined as homeless under another federal statute child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute
- Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;
- Have experienced persistent instability as measured by two moves or more during the preceding 60 days; and
- Can be expected to continue in such status for an extended period of time due to special needs or barriers.

Category 4 – Fleeing domestic violence includes any individual or family who:

- Is fleeing, or is attempting to flee, domestic violence
- Has no other residence; and
- Lacks the resources or support networks to obtain other permanent housing

#### Shelter Clients

Homeless clients entering into the shelter system must meet the HUD criteria for homelessness as either literally homeless, at imminent risk of homelessness, homeless under another federal statute, or fleeing/attempting to flee domestic violence. Clients will be prioritized within the emergency shelter system based on need, available resources and geographic area.

### **III. Coordinating services**

#### Coordination among providers

All ESG subrecipients (shelter, homelessness prevention and rapid re-housing providers) within the Houston/Harris County Continuum of Care service area are expected to work collaboratively to coordinate funding that addresses the needs of the entire continuum. To achieve these goals, Fort Bend County requires that all subrecipient service providers will:

- Participate in a coordinated assessment system, where client entry into the entire system can begin at any point. Service providers will use a common assessment tool that will allow providers to enter data on a client and provide transfer information when a client fits the services of another provider, without having to engage in another assessment. Reasons for client transfer can include better fit in a specialized program, the correct geographic service area, and available resources within the community.
- Establish a staff member as a point of contact for other case managers and members of the service provider continuum of care. The contact should be a position that sees little turnover and is familiar with organizational resources and up to date on current organizational

capacity to accept and serve clients, such as a supervisor or manager. This contact should be able to provide information for other housing case managers on what current programs and resources are available to clients entering into the provider system through their organization. This contact will reduce or eliminate the need for clients to seek out additional assistance based on referrals from any ESG recipient agency.

- Attend all coordinated training for case managers within the homeless provider system. Each subrecipient is expected to send at least one staff member and share all lessons learned with all housing case management staff. Fort Bend County, in collaboration with the Coalition for the Homeless Houston/Harris County, the City of Houston, Fort Bend County and the City of Pasadena, will coordinate training for ESG staff so that case clients within the region are receiving the same quality of service across providers. The members of the Continuum will also host regular meetings of subrecipient program staff to share best practices and engage in collective problem solving as the community works toward an integrated system for clients. Meetings will be facilitated by Coalition for the Homeless of Houston/Harris County staff.

#### Mainstream and targeted homeless providers

To encourage the coordination of existing services while limiting duplication of services and overlapping federally funded programs, Fort Bend County, with the Coalition for the Homeless for Houston/Harris County and both mainstream and targeted homelessness service providers will execute Memorandums of Understanding (MOUs) to streamline entry into programs and increase access to such services. The MOUs will vary from setting aside spots within other programs for ESG clients to providing direct access to and eliminating the need for reassessment into other programs.

#### **IV. Client prioritization**

Fort Bend County will use a shared assessment form that will target those clients with the most barriers to housing. Each barrier will have an allotment of points, and the higher score (and more barriers) the more likely the client will receive services. The assessment of barriers is based on an objective review of each client's current situation using the tool rather than the subjective opinion of a case manager assessing each client's needs. All clients must have a minimum score of \_\_\_ to receive assistance.

#### Homelessness prevention

Fort Bend County prioritizes clients who are currently in their own housing, especially families with young children who have limited housing options but high needs for homelessness prevention funding and are eligible for SSI/SSDI and/or are victims of domestic abuse.

#### Rapid re-housing

Fort Bend County anticipates targeting individuals and families eligible for SSI/SSDI and victims of domestic abuse as the most likely recipients for rapid re-housing assistance.

## V. Participant share

Fort Bend County will not have a minimum amount or percentage that will be applied to client contributions across all service providers. In addition, Fort Bend County will not allow providers to create a minimum participation amount for clients upon entry into any homelessness prevention or rapid re-housing program. Clients will be required to contribute a portion of their income in addition to their assistance once the client income has increased during program participation.

Once clients have an increase in income (access to additional resources, new or higher paying job within the household, etc.), Fort Bend County subrecipients must allow a client to receive three months of the increased income before requiring client contributions, as long as the period of service fits within the 24 month cap for assistance. Once clients have earned three months of additional income, on the fourth month the client is expected to contribute five percent of the cost of living expenses (rent and utilities, if both are being covered) for which they are receiving assistance. Clients may request a hardship waiver, through their case manager, to forgo the contribution that month. All hardship waivers must be reviewed and approved by a case management supervisor. If a client receives a hardship waiver, each month their situation will be reevaluated to begin contributions at five percent. Contributions will continue to increase by five percent each month but cannot exceed 30 percent of the client's adjusted monthly income. Clients may request a hardship waiver at any time, and will be asked to contribute at the amount for which the waiver was originally requested.

### Duration and amount of assistance

Fort Bend County policy is that no provider may create limits for the amount of assistance that will be provided to clients. All subrecipients are expected to provide support to clients for the full time necessary to stabilize that client and provide for the likelihood of positive housing outcomes after assistance. Fort Bend County will not permit subrecipients to set their own maximum standards for assistance, recognizing that the amount of assistance and duration of assistance can vary substantially among clients. All case managers are required to re-evaluate clients based on the following schedule. At that time, a case manager may decide to extend, decrease or discontinue providing assistance.

Homelessness Prevention clients must have reassessments at a minimum every 3 months. To continue to receive assistance, clients must be at or below 30 % AFI.

Rapid Re-Housing clients must have reassessments at least annually, though case managers will be required to have regular home and office visits with clients, as described in the duration and amounts section.

A client is eligible to receive assistance up to the full 24 months in a 3 year period as determined by the certification process required for all ESG clients. Fort Bend County anticipates very few clients will need or be eligible to receive this level of assistance. It is the case manager's responsibility to document client need and ensure that ESG is the most appropriate assistance for this client.

Fort Bend County and all members of the Houston/Harris County continuum intend to update and refine the process once HMIS has more robust data specifically for ESG clients.

**APPENDIX E**  
**Written Performance Standards**

**The following outcomes were developed in consultation with the Coalition for the Homeless Houston/Harris County.**

**Emergency Shelter Outcomes**

- Where did people exit to?
  - Short-Term Goal: Number and Percent of clients exiting to a known place, do not put Exit to Unknown.
  - Long-Term Goal: Tie renewal funding to successful exits.
  - Number and percent of people who were assisted in overcoming barriers to the next step of housing. Defined as: Obtaining identification, Documenting experience of domestic violence, Documenting homelessness, Documenting debilitating condition, Assisting with intake for: permanent supportive housing, rapid re-housing, or transitional housing.
  - Number and percent of people who increased income from entry to exit of program.

**Emergency Shelter Outputs**

- Case Management: Sessions of case management, differentiating phone visits and office visits.
- Shelter Bed Days: Length of stay in shelter per instance.
- Day Shelter: Unduplicated Clients served and Total Meals served.
- Domestic Violence: Unduplicated number of clients who received medical assessment.
- Shelter: Income upon entry, Income upon exit.

**Homelessness Prevention**

Community-Level Measure:

- How many clients who exited to permanent housing then reappeared in the shelter system.

Program-Level Measure:

- Number and percent of people who exited to each housing type.
- Number and percent of people who increased income from entry to exit.
- Number and percent of people who are still housed 30 days after exiting prevention program.

Program-Level Output:

- Length of stay in service.
- Other supportive mainstream and homeless services accessed.
- Case Management: Sessions of case management, differentiating phone visits, home visits, and office visits.

**Rapid Re-Housing**

Community-Level Measure:

- How many clients who exited to permanent housing then reappeared in the shelter system.

Program-Level Outcome Measure:

- Number and percent of people who exited to each housing type.
- Number and percent of people who increased income from entry to exit.
- Number and percent of people who are still housed 30 days after exiting prevention program.

Program-Level Output:

- Length of stay in service.
- Other supportive mainstream and homeless services accessed.
- Case Management: Sessions of case management, differentiating phone visits, home visits, and office visits.

**HMIS Administration**

Outputs

- Number of unique staff provided training.
- Add question about data quality/scrubbing. Alerting recipients of problems with data.

Outcomes

- Number and percent of ESG subrecipients who have received HMIS training.
- Number and percent of Issue Track requests resolved within 48 hours.

**APPENDIX F**  
**Emergency Solutions Grants Program**  
**Homeless Participation Plan**

**Fort Bend County, Texas**  
**Emergency Solutions Grant Program**  
**Homeless Participation Plan**

Section 24 CFR 576.405 of the Emergency Solutions Grant (ESG) Program regulations states that the County must provide for the participation of at least one homeless individual or formerly homeless individual on the board of directors or other equivalent policy-making entity. The Fort Bend County Commissioner's Court is the equivalent policy-making entity and it is composed of elected officials. As a result, the County must comply with 24 CFR 576.405(b) and develop and implement a plan to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities, services, or other assistance that receive funding under the Emergency Solutions Grant (ESG) Program. In addition, the County and subrecipients must involve homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG. This involvement may include employment or volunteer services.

Fort Bend County's plan is to require subrecipients to include:

1. at least one homeless individual or formerly homeless individual on the subrecipient's board of directors, and/or
2. that at least one homeless individual or formerly homeless individual participate in the subrecipient's formal review process and/or grievance process in terminating assistance for a program participant. (See 24 CFR 576.402(2))

In addition, subrecipients will be required to the maximum extent practicable, involve homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG. This involvement may include employment or volunteer services.

The Fort Bend County Community Development Department will require all ESG applicants to complete and include the Homeless Participation Form in its application for funding.

**Fort Bend County, Texas**  
**Emergency Solutions Grant Program**  
**Homeless Participation Plan Form**

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In addition, subrecipients will be required to the maximum extent practicable; to involve homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG. This involvement may include employment or volunteer services.

A disclosure of the homeless individual or formerly homeless individual serving on the board of director's or participating in the formal review process/grievance process in terminating assistance for a program participant must be made at the time a proposal for ESG Program funds is submitted to the Fort Bend County Community Development Department.

Name: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ I certify that the individual named above meets the definition of a homeless individual or formerly homeless individual and is serving on the board of director's.

\_\_\_\_\_ I certify that the individual named above meets the definition of a homeless individual or formerly homeless individual and is participating in the formal review process and/or grievance process in terminating assistance for a program participant.

\_\_\_\_\_ I certify that the individual named above meets the definition of a homeless individual or formerly homeless individual and is involved in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG. This involvement may include employment or volunteer services.

\_\_\_\_\_  
(Name of Organization)

\_\_\_\_\_  
Signature of Authorized Agency Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed Name and Title

**APPENDIX G**  
**Emergency Solutions Grants Program Certification**

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services ( including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

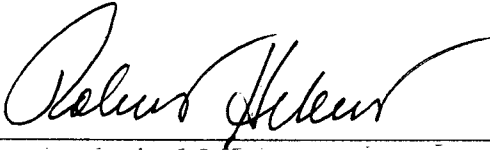
**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.



\_\_\_\_\_  
Robert E. Hebert, Fort Bend County Judge

5-1-2012

\_\_\_\_\_  
Date

County Judge

\_\_\_\_\_  
Title