



United Way of Greater Houston

April 10, 2015

LRO #: 006

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

Judge Robert E. Hebert
Fort Bend County Social Service
4520 Reading Road, Ste. A
Rosenberg, TX 77471

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

Dear Judge Hebert:

Chair of the Board
Thomas L. Ryan

As you know Emergency Food and Shelter Program (EFSP) Phase 32 funding to jurisdictions was delayed. The National EFSP Board did not announce awards to jurisdictions until late February 2015.

Executive Committee
Dorothy Ables
Robert W. Harvey
Sandy Johnson
Lynne Liberato
Lynn Mathre
David McClanahan
Wayne McConnell
Scott J. McLean
Robert K. Reeves
Y. Ping Sun
Tom Walters
Marc Watts

The Local EFSP Board (Local Board) has submitted recommendations to the National EFSP for LRO awards in our jurisdiction. EFSP funding support for the program(s) conducted in Fort Bend County for the following category (ies) is:

<u>Category</u>	<u>Amount</u>	<u>Phase 32 Funding Award</u>
Other Food	\$24,250	\$24,250
Rent/Mortgage	\$104,580	\$104,580
Utility	\$87,200	\$87,200
TOTAL		\$216,030

Trustees

Jennifer Brown
Deborah Byers
John Carrig
Shauna Johnson Clark
Claude Cummings, Jr.
Tim Cutt
Marcus Davis
Daniel Cardinal DiNardo
Lynn L. Elsenhans
Mary Jane Fortin
Stephen M. Fraga
John T. Grempe
Jonathan C. Homeyer
Diana M. Hudson
Ann Kaufman
Duncan F. Klussmann
Louis Lien
Gina A. Luna
Oniel Mendenhall, Jr.
Jack B. Moore
Karyn F. Ovelmen
Sue Payne
Scott M. Prochazka
Alie Pruner
Bobby Robbins
Jeff Shellebarger
Gary W. Stein
Jose Villarreal
George C. Yang

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 32 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 32 spend-period. The Local Board will also take into consideration:

- The return of the **ORIGINAL** LRO's Phase 32 award letter signed by a duly authorized representative of the LRO and received by Local Board within 10 days of notification.

Consideration of continued EFSP funding will be based on funds available as well as satisfactory performance by Phase 32 LROs. Performance factors assessed by the Local Board will include but are not be limited to attendance and participation in documentation workshop(s) and adherence to EFSP guidelines:

President and CEO
Anna M. Babin

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

Pending any outstanding issues with National, first payments to LROs for Phase 32 awards should be received in April 2015. The Phase 32 Spend Period for our jurisdiction ends September 30, 2015. All LRO expenditures and payments must be within the Spend Period.

IMPORTANT: For Phase 32, National will allow LROs to charge eligible, properly documented expenditures back to the beginning of the jurisdiction's spending period. The beginning of the Spend Period for our jurisdiction is August 1, 2015.

A DOCUMENTATION WORKSHOP is held at the United Way of Greater Houston's Conference Center during each EFSP Phase. LROs are provided written notice of the date and time for the workshop. It is MANDATORY for a representative(s) from all LROs to attend the workshop. 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 our community.

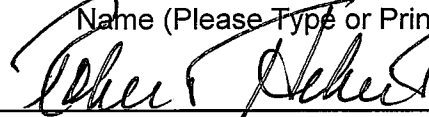
Sincerely,



Tim Kidwell
Chair, Local EFSP Board

cc: Al Acosta, Local Board Contact

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

By:	Robert E. Hebert	County Judge
	Name (Please Type or Print)	Title (Please Type or Print)
		April 27, 2015
	Signature	Date