

**City of Culver City, California
Agenda Item Report**

Meeting Date: 06/06/2011		Item Number: <u>C-11</u>	
CITY COUNCIL AGENDA ITEM: Approval of the Submission of the Family Self Sufficiency (FSS) Program Coordinator Grant to the United States Department of Housing and Urban Development (HUD).			
Contact Person/Dept.: Tevis Barnes, Mona Kennedy Community Development Department/Housing Division		Phone Number: (310) 253-5782	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☐ No ☒	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: Meetings and Agendas – City Council (06/01/11); St. Joseph’s Center: May 4, 2011			
Department Approval: Sol Blumenfeld (05/25/11)		City Attorney Approval: Carol Schwab (by H. Baker) (06/01/11)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (06/01/11)		City Manager/Executive Director Approval: John M. Nachbar (06/01/11)	
<u>RECOMMENDATION:</u> Staff recommends the City Council approve the submission of the Family Self Sufficiency Program Grant to the U.S. Department of Housing and Urban Development. <u>BACKGROUND:</u> Family Self Sufficiency Program The Cranston-Gonzales National Affordable Housing Act (Act) of 1990, Section 554, enacted the Family Self Sufficiency (FSS) Program which is administered by the U. S. Department of Housing and Urban Development (HUD). FSS is a voluntary program designed to enable families receiving Section 8 rental assistance to become economically independent from all forms of public assistance within a five (5) year time frame. The FSS Program connects families to needed supportive services, such as educational and vocational training, transportation and childcare and other identified support services to enable the participants to focus on activities and experiences that enhance the participant’s ability to succeed in the workplace. Additionally, the FSS Program carries a financial incentive in the form of the establishment of an escrow account which the family receives upon their graduation from the program.			

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DISCUSSION:

Family Self Sufficiency Coordinator Grant

The purpose of this grant application is to fund a FSS Program Coordinator, which oversees the case management and provides supportive services for FSS Program participants. Based on the services provided through the FSS Program, staff recommends the submission of the FSS Coordinator Grant application in the amount of \$66,214.00 to HUD.

The Consolidated Appropriations Act of 2011 allows funding for program coordinators under the Section 8 Housing Choice Voucher (HCV) FSS program under Section 23 of the United States Housing Act of 1937. Through the annual Notice of Funding Availability (NOFA), HUD provides funding to public housing agencies (PHAs) that are operating Section 8 HCV FSS programs to enable those PHAs to employ program coordinators to support their Section 8 HCV FSS programs. For 2011, this NOFA announces the availability of approximately \$59.88 million dollars nationwide.

A funding maximum of \$69,000 is available for each full-time FSS coordinator position. Salaries are based on local comparables. Additionally, there is a limitation on Renewal Funding Increases. For renewal coordinator positions, there will be no funding increases for positions that were funded under the FY2010 HCV FSS NOFA as there have been in the past.

It is anticipated that award announcements will take place by September 30, 2011. Successful applicants will receive an award letter from HUD. Funding will be provided to successful applicants as an amendment to the Section 8 Annual Contribution Contract (ACC) of the applicant PHA. Unsuccessful applicants will receive a notification of rejection letter from the GMC that will state the basis for the decision.

Status- Culver City FSS Program

The FSS Program Coordinator is responsible for the following activities:

- Conducting intake interviews.
- Assessing the skills, abilities, needs, resources of families.
- Identifying realistic goals and developing tasks and milestones to accomplish goals.
- Identifying and coordinating resources and services needed by the family.
- Monitoring and documenting the family's progress to goals in the client's contract.
- Coordinating/conducting recruitment of FSS participants
- Organizing economic-enrichment seminars such as preparing for homeownership, consumer credit counseling, and job interview skills.
- Conducting a survey to determine the program success

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Since 1999, the CCHA has applied for and been awarded funding by HUD for the FSS program. For Calendar Year CY 2009 the CCHA was awarded \$65,558. The status of the 2010 FSS grant application is still pending HUD review. The CCHA was allotted a 1% increase in grant funds for the Calendar Year 2010 cycle (for a total potential grant of \$66,214). If ultimately awarded, these funds will support the 2011 grant activities. As stated earlier, there will be no funding increases for positions that were funded under the FY2010 HCV FSS NOFA as there have been in the past.

Through the submission of this grant to HUD, the CCHA hopes to be awarded approximately \$66,214.00 for 2012 FSS activities. This amount covers one (1) full time position as an FSS Coordinator. On June 28, 2010 the Council approved a contract with St. Joseph's Center (SJC) to function as the FSS Coordinator for the Culver City program. If awarded, the 2011 FSS grant will be earmarked to support the continuation of the contract with SJC (subject to City Council approval of the renewal of the SJC contract).

FISCAL ANALYSIS:

If awarded by HUD, the CCHA will secure \$66,214.00 in funding to support one (1) full time position through the St. Joseph's Center contract to administer the FSS Program. The CCHA has been successful in applying for and securing this funding the last six concurrent years. In case funding is not awarded due to economic circumstances, there is sufficient funding available in the Section 8 Administrative Reserve Fund to continue this program.

ATTACHMENT:

1. Family Self Sufficiency Grant

MOTION:

That the City Council:

1. Approve the submission of the Family Self Sufficiency Program Grant to the U.S. Department of Housing and Urban Development; and,
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents, including any required budget transfer(s), should the grant be awarded, on behalf of the City; and,
4. Authorize the elimination of the Family Self Sufficiency Program Coordinator position (a contract position) in the event the grant funding is lost or terminated at any time.