

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

Meeting Date: 09/23/2013		Item Number: <u>C-2</u>	
HOUSING AUTHORITY AGENDA ITEM: (1) Approval of the Submission of the Family Self Sufficiency (FSS) Program Coordinator Grant to the United States Department of Housing and Urban Development (HUD); and (2) Authorize the Elimination of the Family Self Sufficiency Program Coordinator Position (a Contract Position) in the Event Grant Funding is Lost or Terminated.			
Contact Person/Dept.: Tevis Barnes, Mona Kennedy Community Development Department/Housing Authority		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 – Housing Authority (09/17/13); St. Joseph's Center			
Department Approval: Sol Blumenfeld (09/12/13)		Authority General Counsel Approval: Carol Schwab (by H. Baker) (09/16/13)	
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (09/17/13)		Executive Director Approval: John M. Nachbar (09/17/13)	
<u>RECOMMENDATION:</u> Staff recommends the Housing Authority Board (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 elimination of the Family Self Sufficiency Program Coordinator position (a contract position) in the event the grant funding is lost or terminated. <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 implemented by the U. S. Department of Housing and Urban Development (HUD). The Act set forth a new direction for Public Housing Authorities across the country. 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. As part of the goal of achieving economic independence, 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.			

City of Culver City, California
Agenda Item Report

DISCUSSION:

Family Self Sufficiency Coordinator Grant

The purpose of this grant application is to fund a FSS Program Coordinator, who oversees the case management and supportive services coordination for FSS Program participants. The Culver City Housing Authority (CCHA) is committed to providing programs and progressive options for empowering and improving the lives of those we serve. Based on this premise, the CCHA recommends the Authority Board approve submission of the FSS Coordinator Grant application for \$69,000.00 to HUD to support the efforts of the FSS program.

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 2013, this NOFA announces the availability of approximately \$56.8 million nationwide. A funding maximum of \$69,000 is available for each full-time FSS coordinator position.

It is anticipated that award announcements will take place by November 30, 2013. Successful applicants will receive an award letter from HUD by that deadline.

Status- Culver City FSS Program

The FSS Program Coordinator is responsible for the following activities:

- Conducting intake interviews.
- Assessing the skills, abilities, needs, and resources of families.
- Identifying realistic goals and developing tasks and milestones to accomplish those goals.
- Identifying and coordinating resources and services needed by the family.
- Monitoring and documenting the family's progress toward 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

Since 1999, the CCHA has applied for and been awarded funding by HUD for the FSS program. These funds have totaled approximately \$621,214.00. In 2012 the CCHA was awarded \$66, 214.00.

City of Culver City, California
Agenda Item Report

Through the submission of this grant to HUD, the CCHA hopes to be awarded approximately \$69,000.00 for 2013 FSS activities. This amount covers one (1) full time position as an FSS Coordinator. On May 28, 2013 the Authority Board approved a contract with St. Joseph's Center (SJC) to function as the FSS Coordinator for the CCHA program. If awarded, the 2013 FSS grant will be earmarked to support the continuation of the contract with SJC.

FISCAL ANALYSIS:

If awarded by HUD, the CCHA will secure \$69,000.00 in funding to support one (1) full time position to administer the FSS Program.

ATTACHMENT:

None.

MOTION:

That the Housing Authority Board:

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 Authority General Counsel to review/prepare the necessary documents; and,
3. Authorize the Executive Director to execute such documents on behalf of the Authority; 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.