

1. DATE ISSUED MM/DD/YYYY 02/16/2018	2. CFDA NO. 14.241	3. ASSISTANCE TYPE Project Grant
1a. SUPERSEDES AWARD NOTICE dated except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
4. GRANT NO. AZ-H17-0025-00 Formerly AZ-H140014	5. ACTION TYPE New	
6. PROJECT PERIOD From 03/01/2018	Through 02/28/2021	
7. BUDGET PERIOD From 03/01/2018	Through 02/28/2021	

THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

451 7th Street S.W  
Washington, DC 20410

NOTICE OF AWARD

8. TITLE OF PROJECT (OR PROGRAM)  
Housing Opportunities for Persons With AIDS (HOPWA)

9a. GRANTEE NAME AND ADDRESS Cochise County 1415 Melody Ln # A Bisbee, AZ 85603-3027	9b. GRANTEE PROJECT DIRECTOR Ms. Claudia Morales 1415 Melody Lane, Bldg A Bisbee, AZ 85603-0000 Phone: 1111111111
10a. GRANTEE AUTHORIZING OFFICIAL Mrs. Anita Baca 1415 Melody Lane, Bldg A Bisbee, AZ 85603-0000 Phone: 520-432-8883	10b. FEDERAL PROJECT OFFICER Ms. Lisa Steinhauer 451 7th Street S.W., Washington, DC 20410 Phone: 215-861-7651

ALL AMOUNTS ARE SHOWN IN USD

11. AWARD COMPUTATION FOR GRANT		14. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HUD ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:	
a. Amount of HUD Financial Assistance	611,584.00	a.	The grant program legislation cited in remarks or attachment below.
b. Less Unobligated Balance From Prior Budget Periods	0.00	b.	The grant program regulations cited in remarks or attachment below.
c. Less Cumulative Prior Award(s) This Budget Period	0.00	c.	This award notice including terms and conditions, if any, noted below under REMARKS.
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	611,584.00	In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of this award by the grantee acknowledges acceptance of these terms and conditions.	
12. Total Federal Funds Awarded to Date for Project Period	611,584.00		
13. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project):			
YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	

REMARKS (Other Terms and Conditions Attached -  Yes  No)

Terms and Conditions of this award are contained in the attached Housing Opportunities for Persons With AIDS (HOPWA) Terms and Conditions for Fiscal Year 2017 Renewal Grant Agreement. This Notice of Award and the Terms and Conditions constitute the entire Agreement between HUD and the Grantee for this award.

GRANTS MANAGEMENT OFFICER: Ms. Flegel-GMO, Rita

16. OBJ CLASS 410001	16a. VENDOR CODE 421541685	16b. EIN 421541685	17. DUNS 135910581	18. CONG. DIST. 02
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
19. HOPWA 0308 17/19	b. AZH1700250	c. HOPWA	d. \$611,584.00	e.
20. a.	b.	c.	d.	e.
21. a.	b.	c.	d.	e.

## AWARD ATTACHMENTS

Cochise County

AZ-H17-0025-00

1. Terms and Conditions - Cochise County
2. Final Approved Budget - Cochise County

**HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA) CFDA # 14.241  
TERMS AND CONDITIONS FOR FISCAL YEAR 2017 RENEWAL GRANT  
AGREEMENT**

**Grantee Name (“Grantee”):** Cochise County  
**Unique Entity Identifier (DUNS Number):** 020126041

The Notice of Award for Fiscal Year 2017 HOPWA renewal grant that indicates the Grantee in Box 9a and these Terms and Conditions, including any documents incorporated by reference into these Terms and Conditions, shall constitute the entire agreement (the “Agreement”) between the U.S. Department of Housing and Urban Development (“HUD”) and the Grantee. The Agreement is pursuant to the AIDS Housing Opportunity Act (the “Act”), codified at 42 U.S.C. §§ 12901-12912, and regulations for the Housing Opportunities for Persons With AIDS (“HOPWA”) program at 24 CFR part 574 (the “Regulations”). In reliance upon and in consideration of the mutual representations and obligations hereunder, HUD and the Grantee agree as follows:

**ARTICLE I. Grant Amount**

Subject to these Terms and Conditions, HUD agrees to provide a HOPWA grant (“Grant”) to the Grantee in the amount listed on Box 12 of the Notice of Award (“Grant Funds”) to carry out the project described in the Renewal Application and in the approved Form HUD-40110-B Renewal Budget attached.

**ARTICLE II. Incorporation of Renewal Application**

The Renewal Application uploaded in GMM, including certifications, assurances, and information and documentation required to meet renewal grant award conditions, is incorporated herein as part of the Agreement. In the event of conflict between a provision of the Renewal Application and any provision of this Agreement, the latter shall control.

**ARTICLE III. Eligible Use of Grant Funds**

The Grantee shall only use Grant Funds to carry out eligible activities as set forth in the AIDS Housing Opportunity Act, Pub. L. 101-625, Title VIII, Subtitle D, as amended, codified at 42 U.S.C. §§ 12901-12912, (the “Act”) and regulations for the HOPWA program at 24 CFR part 574, as of the date of the renewal notice publication, February 16, 2017 (the “Regulations”) and as provided in the Grantee’s approved Renewal Application uploaded in GMM, as may be amended in accordance with Article VIII of these Terms and Conditions of the Agreement.

**ARTICLE IV. Compliance with Program Requirements**

- A. The Grantee shall comply with all applicable program requirements. Such program requirements include the Act, Regulations, Notice CPD-17-02 (*“Procedural Guidance for Fiscal Year 2017 HOPWA Permanent Supportive Housing Renewal Grant Applications”*), other program directives, HUD Handbooks and Notices, and any other applicable Federal requirements.
- B. Other applicable Federal requirements with which the Grantee must comply include, but are not limited to:
1. 2 CFR part 200 (“Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards”);
  2. Section 3 of the Housing and Urban Development Act of 1968 and 24 CFR part 135 (“Economic Opportunities for Low- and Very Low-Income Persons”);
  3. 31 U.S.C. 1352 and 24 CFR part 87 (“New Restrictions on Lobbying”);
  4. Requirements established by the Office of Management and Budget (OMB) concerning the Unique Entity Identifier and the System for Award Management (SAM) database, including Appendix A to 2 CFR part 25; and
  5. Federal Funding Accountability and Transparency Act of 2006 (Transparency Act), Pub. L. 109-282, as amended, and Appendix A to 2 CFR part 170 (“Reporting Subaward and Executive Compensation Information”).
- C. The Grantee shall comply with requirements of sections V.C. of the Fiscal Year 2017 General Section, including the Drug-Free Workplace requirements in Section V.C.11.

#### **ARTICLE V. Subawards**

The Grantee shall comply with 2 CFR 200.331, when making a subaward, which includes an award of Grant Funds to an eligible nonprofit organization or housing agency of a State or unit of general local government (“Project Sponsor”). The Grantee shall provide a Project Sponsor with information in writing on all requirements to which the Project Sponsor is subject so that the subaward is used in accordance with the Act, Regulations, other program requirements, and these Terms and Conditions of the Agreement. The Grantee must ensure that its Project Sponsor(s) agree in writing to comply with the Act, Regulations, other program requirements, and these Terms and Conditions of the Agreement in carrying out activities under the Grant.

#### **ARTICLE VI. Financial Management**

- A. Grantee shall draw down Grant Funds not less than quarterly. The Grantee shall make timely payments to each Project Sponsor upon request, provided the requesting Project

Sponsor is in compliance with program requirements.

- B. The Grantee shall comply with HUD instructions regarding use of and reporting in the Integrated Disbursement and Information System (IDIS) or its successor.
- C. A request by the Grantee to draw down Grant Funds under the IDIS system or any other payment system constitutes a representation by the Grantee that it and all participating parties are in compliance with these Terms and Conditions of the Agreement.

#### **ARTICLE VII. Allowability of Pre-award Costs**

- A. Pre-award costs may not be incurred except in accordance with 2 CFR 200.458, including the requirement that the Grantee obtain HUD's written approval.

#### **ARTICLE VIII. Amendments**

- A. Amendments to the Agreement, including amendments to the Renewal Application, may only be made in accordance with 2 CFR part 200, 24 CFR part 574, and Notice CPD-17-02 (*"Procedural Guidance for Fiscal Year 2017 HOPWA Permanent Supportive Housing Renewal Grant Applications"*).
- B. Except for amendments for which Grantee is not required to obtain prior HUD approval, the Grantee shall submit a written request through GMM for HUD approval. The effective date of any amendment to this Agreement that requires HUD approval shall be the date of execution in GMM.
- C. Changes to the Grantee's Form HUD-40110-B Renewal Budget must be made in accordance with 2 CFR 200.308.

#### **ARTICLE IX. Performance**

Grantee shall:

- A. Carry out, and ensure that any Project Sponsors carry out, eligible activities under the Grant and use Grant Funds as described in the Renewal Application, in accordance with the Act, Regulations, other program requirements, and these Terms and Conditions of the Agreement;
- B. Use at least 51 percent of the Grant Funds awarded under the Agreement to undertake eligible program activities that provide permanent supportive housing to HOPWA eligible persons for the planned annual outputs;
- C. Comply with and meet the performance measure benchmark outputs and

outcomes established in the approved Form HUD 40110-B Renewal Budget for the implementation and operation of this award;

- D. Ensure that other state, local, federal, or private resources to provide the permanent housing or supportive services portion of the project, as documented in the Form HUD 40110-B Renewal Budget will continue to be available for that purpose throughout the performance period of the Grant;
- E. Maintain documentation in Grantee files that each permanent supportive housing client has a continuous legal right under state/local law to remain in their unit or property and have access to ongoing supportive services provided through qualified providers. Such documentation must include a copy of the standard lease form, sub-lease, or occupancy agreement used for residents of the project, which must be for a term of at least one year and automatically renewable upon expiration, except on reasonable prior notice by either the tenant or the landlord;
- F. If providing security deposits, ensure that such costs are reasonable, limited to not more than two months' rent, and classified as part of the BLI shown as Permanent Housing Placement Costs;
- G. Conduct an ongoing assessment of the permanent supportive housing assistance required by the participants in the program, including annual assessments of their housing situations, and report on the annual achievement of HOPWA client outcome goals in achieving stable housing, reducing risks of homelessness and improving access to care for beneficiaries;
- H. Assure the adequate provision of supportive services to the participants in the program, including support to access health-care, HIV treatment and benefits or other support available under mainstream health and human welfare programs and other public and private resources, as needed. Further, the Grantee shall ensure that Grant Funds will not be used to make payments for health services for any item or service to the extent that payment has been made, or can reasonably be expected to be made with respect to that item or service: (i) under any State compensation program, under an insurance policy, or under any Federal or State health benefits program; or (ii) by an entity that provides health services on a prepaid basis;
- I. Commit program income to the Grant in accordance with the addition method at 2 CFR 200.307(e)(2);
- J. Comply with environmental review requirements at 24 CFR 574.510;
- K. *(For Grantees that use Grant Funds for supportive service activities aimed at assisting HOPWA clients with substance abuse treatment):* Comply with federal, state and other applicable laws pertaining to the illegal use of a controlled substance. The Grantee must undertake reasonable steps to ensure that beneficiaries receive appropriate access to

substance abuse treatment and counseling. Admission may be denied, or eviction initiated, for persons engaging in illegal drug activities, where such activities threaten the health, safety, or right to peaceful enjoyment of the premises by other residents. Grantees must establish procedures for project ineligibility and evictions;

- L. Obtain a certificate of completion of the HOPWA Oversight Training Curriculum by at least one of its employees within twelve months of the execution of the Agreement. The online training can be accessed at: <https://www.hudexchange.info/trainings/hopwa-oversight-training/>;
- M. Obtain a certificate of completion of the CPD Financial Management 201 Training Curriculum by at least one of its employees within twelve months of the execution of the Agreement. The online training can be accessed at: <https://www.hudexchange.info/news/welcome-to-financial-management-201/>;
- N. If Grantee is providing direct services, obtain a certificate of completion of the Getting to Work Training Curriculum by at least one of its employees within twelve months of the execution of this Agreement. If the grantee does not provide services directly, then the Grantee must ensure that its Project Sponsor(s) must, within twelve months of the execution of the sub-award agreement, obtain a certificate of completion of the Getting to Work Training Curriculum by at least one of the Project Sponsor's employees. The online training can be accessed at: <https://www.hudexchange.info/training-events/dol-hud-getting-to-work-curriculum-for-hiv-aids-providers>;
- O. Comply with 2 CFR 200.311 and any disposition instructions that HUD may provide to the Grantee; and
- P. Comply with such other terms and conditions, including recordkeeping and reports (which must include racial and ethnic data on participants) for program monitoring and evaluation purposes, as HUD may establish for purposes of carrying out the program in an effective and efficient manner.

#### **ARTICLE X. Indirect Cost Rate**

If Grant Funds will be used to pay indirect costs pursuant to 2 CFR part 200, Subpart E, Grantee shall attach a schedule in the format set forth below as an application note titled "Indirect Cost Rate" in the GrantSolutions Grants Management Module (GMM) as part of the executed Agreement. The schedule shall identify the applicable indirect cost rate(s) (including if the de minimis rate is charged per 2 CFR 200.414) and the direct cost base to which the rate will be applied. Grantee shall not include indirect cost rates for Project Sponsors. The Grantee's indirect cost rate schedule as submitted to GMM is incorporated herein as part of the Terms and Conditions of the Agreement.

Grantee (or Administering

Direct

<u>Department/Agency, if applicable)</u>	<u>Indirect cost rate</u>	<u>Cost Base</u>
_____	_____ %	_____
_____	_____ %	_____
_____	_____ %	_____

**ARTICLE XI. Records**

- A. The Grantee shall maintain all programmatic records and any other documents required under this award in its files for a period of not less than four years in accordance with 24 CFR 574.530. The Grantee shall retain records for a longer period of time when any of the exceptions in 2 CFR 200.333 apply. Upon reasonable notice, the Grantee shall make records available for audit or inspection by authorized representatives of HUD.
- B. The Grantee shall maintain records of beneficiary and program activity eligibility, including documentation that evidences compliance with program requirements and these Terms and Conditions of the Agreement. In the case of participant eligibility records, the Grantee shall update records no less than annually.
- C. The Grantee shall comply with 24 CFR 574.440 and all applicable Federal, state, and local laws regarding privacy and confidentiality of health-related information.

**ARTICLE XII. Reporting**

- A. The Grantee shall submit an Annual Progress Report (APR) in accordance with 24 CFR 574.520. The Annual Progress Report (APR) is due to HUD within 90 days of the end of the designated 12-month period. The APR must be submitted in paper form and must include the number of individuals assisted, the types of assistance provided, a description of the resources made available, the investment of available resources, the geographic distribution and location of investments, the families and persons assisted (including race and ethnicity of persons assisted), and actions taken to affirmatively further fair housing.
- B. The Grantee agrees to comply with the award term and condition for reporting of matters related to recipient integrity and performance at Appendix XII to 2 CFR part 200.

**ARTICLE XIII. Research and Development**

This Grant is not for research and development (R&D), as defined at 2 CFR 200.87.

#### **ARTICLE XIV. Contact Information**

- A. HUD notifications to the Grantee under this Agreement shall be sent through GMM, unless the Grantee otherwise notifies HUD in writing.
- B. Grantee notifications, including requests for amendments to this Agreement, shall be addressed through GMM.
- C. The Grantee agrees to update GMM account information, including creation of new user accounts for staff working directly with the Grant, when staff changes occur. Instructions for requesting a GMM user account can be accessed here:  
<https://home.grantsolutions.gov/home/home/customer-support/getting-started/>.

#### **ARTICLE XV. Default**

Default shall occur when the Grantee fails to comply with the Act, Regulations, any other program requirement, or these Terms and Conditions of the Agreement. In the event of a default, HUD may take one or more of the actions in 2 CFR 200.338 after providing the Grantee with an opportunity for informal consultation in accordance with 24 CFR 574.500(c).

Nothing in this Article shall limit any remedies otherwise available to HUD in the case of a default by the Grantee. No delay or omissions by HUD in exercising any right or remedy available to it under this Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Grantee default.

#### **ARTICLE XVI. Termination**

The Grant may be terminated in accordance with 2 CFR 200.339, including for convenience when HUD and the Grantee agree that continuation of the award would not produce beneficial results.

#### **ARTICLE XVII. Award Date and Period of Performance**

- A. The Federal award date of the Grant Funds that HUD agrees to provide through this Agreement is the date listed in Box 1 of the Notice of Award indicating the execution of this Agreement on behalf of the Secretary of Housing and Urban Development.
- B. The term of this Agreement may not begin until the original grant agreement identified in Box 4 of the NOA has expired. The Period of Performance for this Agreement is the date range identified in Boxes 6 and 7 of the Notice of Award.

## **ARTICLE XVIII. Grant-specific Conditions**

The following conditions are put on this grant due to deficiencies in the submitted Renewal Application:

- A. The final approved budget for this award is attached to this grant agreement. The grantee must implement this grant in accordance to this final approved budget, unless an amendment is executed.
  
- B. In the Descriptive Budget Justification Narrative, under Tenant-Based Rental Assistance, the application lists conducting HQS inspections as an activity. As stated in 24 CFR 574.310(b), all housing assisted with HOPWA TBRA must 1) meet state and local requirements regarding the condition of the structure and the operation of the housing, and 2) habitability standards. Therefore, a unit that meets HOPWA habitability standards, but does not meet Housing Quality Standards (HQS), can be used to house HOPWA TBRA clients. No HOPWA TBRA client should remain or be put at risk of homelessness if a unit is available that meets HOPWA habitability standards.
  
- C. As stated in 24 CFR 574.3: “*Administrative costs* mean costs for general management, oversight, coordination, evaluation, and reporting on eligible activities. Such costs do not include costs directly related to carrying out eligible activities, since those costs are eligible as part of the activity delivery costs of such activities.” In the application’s Descriptive Budget Justification Narrative, under short-term rent, mortgage, and utility payments, activities for staff positions are listed as: “...maintain files.” If these activities are for general grant management then they are considered administrative costs and must be billed as such.
  
- D. Per HUD’s Final Rule for Housing Counseling Certification, all organizations that provide housing counseling in connection with HUD programs must be a HUD certified housing counseling agency and staff providing such services must be certified housing counselors. Housing counseling is defined in the Final Rule as: “Independent, expert advice customized to the need of the consumer to address the consumer’s housing barriers and to help achieve their housing goals and must include the following processes: intake; financial and housing affordability analysis; an action plan, except for reverse mortgage counseling; and a reasonable effort to have follow-up communication with the client when possible.”

The Final Rule also describes which activities are *not* considered housing counseling. Those activities are described here:

<https://www.hudexchange.info/resources/documents/Other-HUD-Programs-Covered-Under-HUDs-Final-Rule-for-Housing-Counseling-Certification.pdf>

The housing counseling certification training can be found here:

<https://www.hudexchange.info/programs/housing-counseling/housing-counselor-certification-application/#hud-certified-housing-counselor-eligibility-requirements>

- E. In the Descriptive Budget Justification Narrative, under Permanent Housing Placement, the application lists an Outreach Coordinator position with no description of activities performed by this staff person. A description of the activities performed by this staff person must be submitted as a grant note in GMM prior to the grant agreement being signed.
  
- F. In the Descriptive Budget Justification Narrative, under Grantee's Administrative Costs, "grant application" is listed as an activity. This is not an eligible activity and must not be billed to this grant.

**Final Approved Form HUD-40110-B FY17 Renewal Budget**

**Grantee Name ("Grantee"): Cochise County**

**Unique Entity Identifier (DUNS Number): 020126041**

**Application Budget Summary (all applicants)**

<b>Applicant Name</b>	Cochise County	<b>Number of Project Sponsors</b>	1	<b>Plan dates for grant agreement and activities</b>	1/1/2018 – 12/31/2020 (mo./yr.)
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A.	Eligible Activity	HOPWA Request				Leveraged Funds
		A. Year 1	B. Year 2	C. Year 3	D. Total	
Facility Development (new applications only)	1. Acquisition					
	2. Rehabilitation, Repair & Conversion					
	3. New Construction (for Community Residences and SRO dwellings only)					
Facility Operations	4. Operating Costs for Housing Facility					
	5. Leasing					
TBRA	6. Tenant-based Rental Assistance	120,900	120,900	120,900	362,700	
STRMU	7. Short-term Rent, Mortgage, & Utility Payments to Prevent Homelessness	11,666	11,666	11,668	35,000	
Support Services	8. Supportive Services	49,653	49,653	49,653	148,959	
Other Program Expenses	9. Housing Information Services	1,908	1,908	1,910	5,726	
	10. Permanent Housing Placement	1,200	1,200	1,200	3,600	
	11. Resource Identification to Establish, Coordinate & Develop Housing Assistance					
	12. Other Housing Costs (please specify in narrative; requires HUD approval)					
	<b>13. Total Program Costs: (total of lines 1-12)</b>				<b>555,985</b>	
Administrative Expenses	14. Grantee's Administrative				16,680	
	15. Project Sponsor's Administrative Costs				38,919	
	<b>16. Total HOPWA Request (total of lines 13-15)</b>				<b>611,584</b>	

**Detailed Project Budget & Housing Outputs (each organization)**

<b>Name of organization:</b>	Cochise County			
<b>Type:</b>	Grantee: <input checked="" type="checkbox"/> ; Project Sponsor: <input type="checkbox"/>	<b>If applicable:</b>	Faith based: <input type="checkbox"/>	Grassroots: <input type="checkbox"/>

B.	Eligible Activity	HOPWA Request				
		Yr. 1	Yr. 2	Yr. 3	Totals:	
Facility Development (new applications only)	1. Acquisition Description:	Budget				
		# of Units				
	2. Rehabilitation/Repair/Conversion Description:	Budget				
		# of Units				
	3. New Construction (Community Residences & SRO dwellings only) Description:	Budget				
		# of Units				
Type of Facility: Short-term shelter <input type="checkbox"/> ; transitional housing <input type="checkbox"/> ; Community residence <input type="checkbox"/> ; SRO dwelling <input type="checkbox"/> ; or other permanent supportive housing <input type="checkbox"/>						
Facility Operations	4. Operating Costs for Housing Facility Description:	Budget				
		# of Units				
	5. Leasing Description:	Budget				
		# of Units				
TBR STRMU	6. Tenant-Based Rental Assistance Payments Description:	Budget				
		# of Households				
	7. Short-Term Rent, Mortgage & Utility Payments to Prevent Homelessness Description:	Budget				
		# of Households				
Support Services	8. Supportive Services Costs Description:	Budget				
		# of Households				
Other Program Expenses	9. Housing Information Services Description:	Budget				
		# of Households				
	10. Permanent Housing Placement Services Description:	Budget				
		# of Households				
	11. Resource Identification to Establish, Coordinate, & Develop Housing Assistance Description:	Budget				
		Budget				
	12. Other Housing Costs (approved by HUD) Description:	Budget				
		# of Units				
Administrative Expenses	13. Grantee's Administrative Costs Description:	Budget	5,560	5,560	5,560	16,680
		Budget				
	14. Project Sponsor's Administrative Costs Description:	Budget				
		Budget				

**15. Total HOPWA Request for this Organization**

**16,680**

**Note: Service delivery costs such as salary and overhead costs to deliver a particular budget line item should be represented in the funding amount requested for that particular budget line item.**

**Detailed Project Budget & Housing Outputs (each organization)**

<b>Name of organization:</b>	Housing Authority of Cochise County			
<b>Type:</b>	Grantee: <input type="checkbox"/>	Project Sponsor: <input checked="" type="checkbox"/>	If applicable:	Faith based: <input type="checkbox"/> Grassroots: <input type="checkbox"/>

B.	Eligible Activity	HOPWA Request				
		Yr. 1	Yr. 2	Yr. 3	Totals:	
Facility Development (new applications only)	1. Acquisition Description:	Budget				
		# of Units				
	2. Rehabilitation/Repair/Conversion Description:	Budget				
		# of Units				
	3. New Construction (Community Residences & SRO dwellings only) Description:	Budget				
		# of Units				
Type of Facility: Short-term shelter <input type="checkbox"/> ; transitional housing <input type="checkbox"/> ; Community residence <input type="checkbox"/> ; SRO dwelling <input type="checkbox"/> ; or other permanent supportive housing <input type="checkbox"/>						
Facility Operations	4. Operating Costs for Housing Facility Description:	Budget				
		# of Units				
	5. Leasing Description:	Budget				
		# of Units				
TBRA STRMU	6. Tenant-Based Rental Assistance Payments Description:	Budget	120,900	120,900	120,900	362,700
		# of Households	20	20	20	22
	7. Short-Term Rent, Mortgage & Utility Payments to Prevent Homelessness Description:	Budget	11,666	11,666	11,668	35,000
		# of Households	10	10	10	30
Support Services	8. Supportive Services Costs Description:	Budget	49,653	49,653	49,653	148,959
			28	28	28	75
		# of Households				
Other Program Expenses	9. Housing Information Services Description:	Budget	1,908	1,908	1,910	5,726
		# of Households	90	90	90	270
	10. Permanent Housing Placement Services Description:	Budget	1,200	1,200	1,200	3,600
		# of Households	4	4	4	12
	11. Resource Identification to Establish, Coordinate, & Develop Housing Assistance Description:	Budget				
	12. Other Housing Costs (approved by HUD) Description:	Budget				
		# of Units				
Administrative Expenses	13. Grantee's Administrative Costs Description:	Budget				
	14. Project Sponsor's Administrative Costs Description:	Budget				
		Budget	12,973	12,973	12,973	38,919

**15. Total HOPWA Request for this Organization**

594,904

**Note: Service delivery costs such as salary and overhead costs to deliver a particular budget line item should be represented in the funding amount requested for that particular budget line item.**