



SUBSTANTIAL AMENDMENT



JULY 1, 2008 TO JUNE 30, 2009

ACTION PLAN

HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)



Office of Community Planning and Development
U.S. Department of Housing and Urban Development

CITY OF TOLEDO



Department of Neighborhoods

May 15, 2009

U.S. Department of Housing and Urban Development
Office of Special Needs Assistance Programs
Robert C. Weaver Building
451 Seventh Street, SW
Room 7262
Washington, DC 20410

Attn: Homelessness Prevention and Rapid Re-Housing Program

Enclosed is the original submission of the City of Toledo's Substantial Amendment to the 2008-2009 One-Year Action Plan for a Homelessness Prevention and Rapid Re-Housing Program (HPRP). As part of this program, the provision of homelessness prevention and rapid re-housing activities shall be undertaken, including short-term or medium-term rental assistance, housing relocation and stabilization services, and other appropriate activities for homelessness prevention and rapid re-housing of persons who have become homeless.

If there are any questions concerning the submission of this plan, please contact me at (419) 936-3647.

From Toledo - an International Award Winning City!

Kattie M. Bond
Director

KMB:slt
Enclosures

CITY OF TOLEDO



Department of Neighborhoods

May 15, 2009

Ms. Jorgelle Lawson, Director
Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Ohio State Office
200 North High Street
Columbus, OH 43215-2499

Dear Ms. Lawson:

Enclosed is one (1) copy of the City of Toledo's Substantial Amendment to the 2008-2009 One-Year Action Plan for a Homelessness Prevention and Rapid Re-Housing Program (HPRP). As part of this program, the provision of homelessness prevention and rapid re-housing activities shall be undertaken, including short-term or medium-term rental assistance, housing relocation and stabilization services, and other appropriate activities for homelessness prevention and rapid re-housing of persons who have become homeless.

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From Toledo - an International Award Winning City!

Kattie M. Bond
Director

KMB:slt
Enclosures

Application for Federal Assistance SF-424

Version 02

***1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

***2. Type of Application**

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s)

*Other (Specify) _____

3. Date Received:

4. Applicant Identifier:

34-6401447

5a. Federal Entity Identifier:

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*5b. Federal Award Identifier:

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State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Toledo, Ohio - Department of Neighborhoods

*b. Employer/Taxpayer Identification Number (EIN/TIN):

34-6401447

*c. Organizational DUNS:

059397653

d. Address:

*Street 1: One Government Center, Suite 1800

Street 2: _____

*City: Toledo

County: Lucas

*State: Ohio

Province: _____

*Country: U.S.A.

*Zip / Postal Code 43604

e. Organizational Unit:

Department Name:

City of Toledo

Division Name:

Department of Neighborhoods

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms. *First Name: Kattie

Middle Name: M.

*Last Name: Bond

Suffix: _____

Title: Director, Department of Neighborhoods

Organizational Affiliation:

*Telephone Number: (419) 936-3647

Fax Number: (419) 245-1413

*Email: kattie.bond@toledo.oh.gov

Application for Federal Assistance SF-424

Version 02

***9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*Other (Specify)

***10 Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.257

CFDA Title:

Homelessness Prevention and Rapid Re-Housing Program (HPRP)

***12 Funding Opportunity Number:**

FR-5307-N-01

*Title:

HPRP under the American Recovery and Reinvestment Act of 2009

13. Competition Identification Number:

N/A

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Toledo

***15. Descriptive Title of Applicant's Project:**

The provision of homelessness prevention and rapid re-housing activities shall be undertaken. Funding under this category will be used for short-term or medium-term rental assistance, housing relocation and stabilization services, and other appropriate activities for homelessness prevention and rapid re-housing of persons who have become homeless.

Application for Federal Assistance SF-424		Version 02
16. Congressional Districts Of:		
*a. Applicant: Ninth Ohio District		*b. Program/Project: Ninth Ohio District
17. Proposed Project:		
*a. Start Date: 7/2/09		*b. End Date: 7/2/12
18. Estimated Funding (\$):		
*a. Federal	_____	3,275,494
*b. Applicant	_____	
*c. State	_____	
*d. Local	_____	
*e. Other	_____	
*f. Program Income	_____	
*g. TOTAL	_____	3,275,494
*19. Is Application Subject to Review By State Under Executive Order 12372 Process?		
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on _____		
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.		
<input checked="" type="checkbox"/> c. Program is not covered by E. O. 12372		
*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)		
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)		
<input checked="" type="checkbox"/> ** I AGREE		
** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions		
Authorized Representative:		
Prefix: Mr.	_____	*First Name: Carleton _____
Middle Name: S.	_____	
*Last Name: Finkbeiner	_____	
Suffix:	_____	
*Title: Mayor, City of Toledo		
*Telephone Number: (419) 245-1001		Fax Number: (419) 245-1370
* Email: mayor.toledo@toledo.oh.gov		
*Signature of Authorized Representative: 		*Date Signed: 5/8/09

Application for Federal Assistance SF-424

Version 02

***Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

Grantees eligible to receive funds under the Homelessness Prevention and Rapid Re-Housing Program (HPRP) are required to complete a substantial amendment to their Consolidated Plan 2008 Action Plan. This form sets forth the required format for this substantial amendment. A completed form is due to HUD within 60 days of the publication of the HUD HPRP notice.

To aid grantees in meeting this submission deadline, the HPRP Notice reduces the requirement for a 30-day public comment period to no less than 12 calendar days for this substantial amendment. With this exception, HPRP grantees are required to follow their Consolidated Plan's citizen participation process, including consultation with the Continuum of Care (CoC) in the appropriate jurisdiction(s). Grantees are also required to coordinate HPRP activities with the CoC's strategies for homeless prevention and ending homelessness. To maximize transparency, HUD strongly recommends that each grantee post its substantial amendment materials on the grantee's official website as the materials are developed.

A complete submission contains the following three documents:

- 1) A signed and dated SF-424,
- 2) A completed form HUD-40119 (this form), and
- 3) Signed and dated General Consolidated Plan and HPRP certifications.

For additional information regarding the HPRP program, visit the HUD Homelessness Resource Exchange (www.hudhre.info). HUD and its technical assistance providers will regularly update this site to include HPRP resources developed.

The information collection requirements contained in this application have been submitted to the Office of Management and Budget (OMB) for review under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520). This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

Information is submitted in accordance with the regulatory authority contained in each program rule. The information will be used to rate applications, determine eligibility, and establish grant amounts.

Public reporting burden for this collection of information is estimated to be 16 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. To the extent that any information collected is of a confidential nature, there will be compliance with Privacy Act requirements. However, the substantial amendment to the Consolidated Plan 2008 Action Plan does not request the submission of such information.

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

A. General Information

Grantee Name	City of Toledo
Name of Entity or Department Administering Funds	Department of Neighborhoods
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Kattie M. Bond
Title	Director
Address Line 1	One Government Center
Address Line 2	Suite 1800
City, State, Zip Code	Toledo, OH 43604
Telephone	(419) 936-3647
Fax	(419) 245-1413
Email Address	kattie.bond@toledo.oh.gov
Authorized Official (if different from Contact Person)	Carleton S. Finkbeiner
Title	Mayor
Address Line 1	One Government Center
Address Line 2	Suite 2200
City, State, Zip Code	Toledo, OH 43604
Telephone	(419) 245-1001
Fax	(419) 245-1370
Email Address	mayor.toledo@toledo.oh.gov
Web Address where this Form is Posted	www.toledo.oh.gov

Amount Grantee is Eligible to Receive*	\$3,275,494
Amount Grantee is Requesting	\$3,275,494

*Amounts are available at <http://www.hud.gov/recovery/homelesspreventrecov.xls>

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

B. Citizen Participation and Public Comment

1. Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment (limit 250 words).

Response: The City of Toledo conducted internal discussions within the Department of Neighborhoods (DON) to assess the context of the Homelessness Prevention and Rapid Re-housing Program (HPRP) grant. It coordinated a meeting with local community organizations, including the Continuum of Care's lead organization, the Toledo Lucas County Homelessness Board to best ascertain how to implement a process for the allocation of funds through the City of Toledo and potential partners. Other task force members consisted of the United Way of Greater Toledo, Lucas County Job and Family Services, Lucas County Workforce Development, Economic Opportunity Planning Association of Greater Toledo, and Veteran's Service Commission. The goal was to receive input as to the best way to coordinate and distribute funds, while utilizing other entities and leveraged services. Discussions also centered on the best way to implement programs and track results so as to provide a thorough accounting to the Department of Housing and Urban Development (HUD). These task force meetings provided the City of Toledo with viable options to implement and undertake a successful process.

The City of Toledo prepared a draft of the Substantial Amendment to the 2008-2009 One-Year Action Plan for public comment. On May 1, 2009, and for 12 consecutive days, all citizens and interested parties within the community had the opportunity to comment on the proposed plan for implementing the plan. The City of Toledo accepted all public comments as to the substantial amendment.

2. Provide the appropriate response regarding this substantial amendment by checking one of the following options:

- Grantee did not receive public comments.
- Grantee received and accepted all public comments.
- Grantee received public comments and did not accept one or more of the comments.

3. Provide a summary of the public comments regarding this substantial amendment. Include a summary of any comments or views not accepted and the reasons for non-acceptance.

Response: The City of Toledo received five public comments as it related to the HPRP. The comments are summarized below:

- Toby Fey, Advocates for Basic Legal Equality, Inc. (ABLE) sought further clarification as to how the current lack of free legal representation in private landlord eviction proceedings would be addressed through the HPRP grant.

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

ABLE had been informed through the Toledo Lucas County Homelessness Board (TLCHB), which is part of the City of Toledo / Multi-Agency Task Force, that a proposal of \$100,000 was to be dedicated to legal services and mediation, but it was unclear how the money would be expended.

- Dan Rogers, Cherry Street Mission opined on three elements of the amendment: case management, capacity, and ability to collect data. He felt that the community does not possess the necessary capacity to provide rapid delivery of services, and thus does not have the necessary competencies in case management. As to capacity, he doesn't feel the entities identified have adequate capacity "to handle both the need and money prescribed and solicited to meet the need". His last comment suggested, "our aim is to meet the need we can see, not the need that has been forecasted by the utilization of a more careful and rigorous analysis of the need".
- Christal Hughes, Haven Homes Transitional Systems provided four comments; 1. Questioned the reimbursement process as possibly presenting cash flow problems, especially as it related to rental subsidies; 2. Questioned the electronic-wire transfer process proposed by the City of Toledo as impractical and requesting more flexibility to ensure that the needs of the target population and agencies involved would be met in a timely method; 3. Proposed including more access points to make the project more user-friendly and accessible to more individuals; and also to ensure individuals are engaged with service providers who can offer mainstream resources; and, 4. Requested that the Re-entry Coalition of Northwest Ohio be included on the taskforce as they service an underserved population: ex-offenders.
- Scott Sylak, Lucas County Treatment Alternatives to Street Crimes (TASC) reiterated much of the same sentiment as Ms. Hughes, but in regards to the reimbursement process causing cash flow problems (1.), suggested a process that allowed for funds to be advanced in specified cases; and for proposed access points (3.), recommended that the Ohio Benefit Bank be included as it would be more beneficial for their target population: ex-offenders, which works with the institutional staff prior to an inmate's release. As a final comment, he inquired as to whether a billing mechanism was yet established for intake costs.
- Ken Leslie, TLCHB Member, had several questions as to the content of the HPRP grant, summarized as following: 1. Extent of Continuum of Care (CoC) meetings to develop the HPRP, dates and times of meetings, and how were committee members selected, including any homeless representatives; 2. Membership of the Toledo/Multi-agency Taskforce and times of meetings; 3. What HMIS data was used to identify underserved populations; 4. Which agencies are receiving funds, what are the proposed allocation for each category of funding, how will data collection funds be utilized, and where will administrative costs be expended. Although Mr. Leslie recognizes that HMIS is a legitimate and eligible expense, he opined, "the money is better spent helping the people it was intended to help".

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

C. Distribution and Administration of Funds

Reminder: The HPRP grant will be made by means of a grant agreement executed by HUD and the grantee. The three-year deadline to expend funds begins when HUD signs the grant agreement. Grantees should ensure that sufficient planning is in place to begin to expend funds shortly after grant agreement.

1. Check the process(es) that the grantee plans to use to select subgrantees. Note that a subgrantee is defined as the organization to which the grantee provides HPRP funds.

Competitive Process

Formula Allocation

Other (Specify: City of Toledo / Multi-Agency Task Force)

2. Briefly describe the process(es) indicated in question 1 above (limit 250 words).

Response: To identify and select subgrantees, the City of Toledo formed a multi-agency/government task force to identify existing community agencies that had the capacity to undertake the activities under HPRP. During this process, the Taskforce identified three crucial criteria to ensure the success of the HPRP: case management required under the Housing Relocation and Stabilization Services; capacity to provide rapid delivery of services and funding for HPRP; and the ability to input data collection into the Homeless Management Information System (HMIS). The agencies identified as potential subgrantees through this process have the capacity and ability to incorporate HPRP services into existing programs, minimizing staff costs and allowing for funding to go toward direct services. They were also selected because of their leadership in using a "Housing First" model and utilizing the Self-Sufficiency Matrix Assessment Tool in placing persons in permanent housing. These criteria provided a process of selection of agencies that could participate in the HPRP. They are Toledo Lucas County Homelessness Board (TLCHB), United Way of Greater Toledo, Family Outreach Community United Services (FOCUS), Economic Opportunity Planning Association of Greater Toledo (EOPA), Lucas County Treatment Alternative to Street Crimes (TASC), Veteran's Service Commission, Neighborhood Properties, Inc. (NPI), and Catholic Charities. Other providers may be selected based upon the above criteria.

3. Briefly describe the process the grantee plans to use, once HUD signs the grant agreement, to allocate funds available to subgrantees by September 30, 2009, as required by the HPRP Notice (limit 250 words).

Response: Toledo City Council passed Ordinance number 176-09 on April 9, 2009, accepting the \$3,275,494 HPRP grant and allowing for the Mayor and the Department of Neighborhoods to enter into any necessary contract with subgrantees and encumber funds allocated to subgrantees immediately upon

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

approval of the HPRP substantial amendment. Funding will be allocated to subgrantees based upon verification of eligible direct services provided to persons within the HPRP. To expedite funds to the subgrantees, the DON will work with the city's Finance Department to set up wire transfers to subgrantees within 24-48 hours of subgrantee requests.

4. Describe the grantee's plan for ensuring the effective and timely use of HPRP grant funds on eligible activities, as outlined in the HPRP Notice. Include a description of how the grantee plans to oversee and monitor the administration and use of its own HPRP funds, as well as those used by its subgrantees (limit 500 words).

Response: The key proposed staff positions within the City of Toledo, DON who will ensure effective and timely use of HPRP grant funds on eligible activities are: Program Manager, Administrative Services, Administrative Analyst IV, Program Monitoring Specialist, Neighborhood Development Specialist, Relocation Officer, and Intermediate Account Clerk. These key staff is assigned within the City's Divisions of Housing and Administrative Services. The Adm. Analyst IV will be responsible for the day-to-day operations of the HPRP grant, including overall implementation, planning, gathering and review of records and review of HMIS and IDIS reporting, supervision of financial, clerical activities, and monitoring of subgrantees.

The Adm. Analyst IV will oversee all program activities utilizing spreadsheets which track expenditures, progress of activities, HMIS and IDIS reports. The Administrative Analyst IV and Program Monitoring Specialist will meet weekly with the Manager of Administrative Services to review project activities/outputs and benchmarks. The Manager of Administrative Services will monitor and review the activities of the City of Toledo staff to insure that the City's HPRP administrative funds are documented and utilized as required. The Program Monitoring Specialist will meet monthly with subgrantees to insure that eligible activities are properly documented and guidelines are adhered to. The DON staff will meet quarterly with the HPRP Task Force to report on program progress, discuss impediments, strategize and brain storm on post-grant activity.

Funding will be allocated to subgrantees based upon verification of eligible direct services provided to persons within the HPRP. Subgrantee draw requests will be verified by the Program Monitoring Specialist and processed by an Intermediate Account Clerk at the City of Toledo. To expedite funds to the subgrantees, the City of Toledo, DON will work with the City's Finance Department to set up wire transfers to subgrantees within 24-48 hours of subgrantee requests. This process of wire transfers will insure that 60% of HPRP funds are drawn down within two years and all funds are expended within three years of HUD signing the grant agreement.

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

D. Collaboration

1. Briefly describe how the grantee plans to collaborate with the local agencies that can serve similar target populations, which received funds under the American Recovery and Reinvestment Act of 2009 from other Federal agencies, including the U.S. Departments of Education, Health and Human Services, Homeland Security, and Labor (limit 250 words).

Response:

The City of Toledo formed a multi-agency/government task force to collaborate with agencies that received funds under the American Recovery and Reinvestment Act of 2009 (ARRA) from other Federal agencies. The task force included the Lucas County Commissioners, Lucas County Jobs and Family Services, Lucas County's (The Source) employment agency, United Way of Greater Toledo, Veterans Service Commission, and Toledo Lucas County's Homelessness Board and Continuum of Care (CoC). The task force took inventory of populations currently being served, existing funding and new funding available from ARRA of 2009. The CoC, through the HMIS, along with the other task force members, provided their available data to determine where there were underserved populations. Agencies in the City of Toledo primarily serve families. Underserved populations included but are not limited to: single individuals, ex-offenders, married couples without children, persons exiting shelters, and families living in at-risk housing in the Toledo Public School District (TPS). The City identified a significant number of individuals and families living in and renting units undergoing pre- or post-foreclosure. To coordinate a request for assistance, the task force determined that United Way's 211 would be utilized as the initial centralized intake for HPRP referrals. Utilizing United Way's 211 will allow the HPRP to co-exist with mainstream resources such as Temporary Assistance to Needy Families (TANF). United Way's 211 would refer individuals and families to the appropriate agencies selected as subgrantees listed in Section C2, depending upon their case management expertise.

2. Briefly describe how the grantee plans to collaborate with appropriate Continuum(s) of Care and mainstream resources regarding HPRP activities (limit 250 words).

Response:

The City of Toledo wants to ensure that its undertaking of the HPRP grant coincides and complements the CoC and TLCHB's Community Alliances and Strategic Efforts (CASE) Plan. The Toledo Lucas County Homelessness Board (TLCHB) through the CoC of which the City of Toledo is a member of both organizations, identified programs and resources to further the goal of ending homelessness, including homeless prevention. This goal identifies households at imminent risk of losing housing, persons exiting shelters, and persons released by

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

public institutions without permanent housing placement as those most in need of support. Those underserved persons were also identified by the HPRP task force.

Collaboration will include the following:

- United Way 211 will house initial in-takes allowing HPRP to exist with other mainstream programs such as TANF.
 - TPS, reports a high percentage of elementary school students who live in at-risk housing, transfer during the school year, which has an adverse academic affect on the students. The housing is at risk due to a variety of reasons, including sub-standard housing. United Way grant funds will leverage HPRP funds that directly assist families with rental at-risk housing. Children who reside in those units can remain in housing within that specific school's service area.
 - Other agencies the City of Toledo will collaborate with who are or will be members of the CoC include: FOCUS, EOPA, Lucas County TASC, Veteran's Service Commission, NPI, and Catholic Charities. They will provide case management services to the underserved populations.
3. Briefly describe how HPRP grant funds for financial assistance and housing relocation/stabilization services will be used in a manner that is consistent with the grantee's Consolidated Plan (limit 250 words).

Response: The City of Toledo's 5-year Consolidated Plan was adopted on May 13, 2005. The City's 5-year Consolidated Plan on page 126 identifies Goal B.2 Ending Chronic Homelessness. Under this goal strategies for Prevention are outlined including utilization of HMIS, and maximizing partnerships with existing mainstream community resources. The City of Toledo's HPRP as described in sections D1. and D2. is consistent with the City's 5-year Consolidated Plan. Many of the subgrantees are receiving other ARRA funds and the City's HPRP will compliment and leverage those other funding sources through direct assistance.

Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)

E. Estimated Budget Summary

HUD requires the grantee to complete the following table so that participants in the citizen participation process may see the grantee's preliminary estimated amounts for various HPRP activities. Enter the estimated budget amounts for each activity in the appropriate column and row. The grantee will be required to report actual amounts in subsequent reporting.

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance ¹	\$ 1,600,000.00	\$ 756,719.30	\$ 2,356,719.30
Housing Relocation and Stabilization Services ²	\$ 459,000.00	\$ 216,000.00	\$ 675,000.00
Subtotal (add previous two rows)	\$ 2,059,000.00	\$ 972,719.30	\$ 3,031,719.30

Data Collection and Evaluation ³	\$ 80,000.00
Administration (up to 5% of allocation)	\$ 163,774.70
Total HPRP Amount Budgeted⁴	\$ 3,275,494.00

¹Financial assistance includes the following activities as detailed in the HPRP Notice: short-term rental assistance, medium-term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance, and motel or hotel vouchers.

²Housing relocation and stabilization services include the following activities as detailed in the HPRP Notice: case management, outreach, housing search and placement, legal services, mediation, and credit repair.

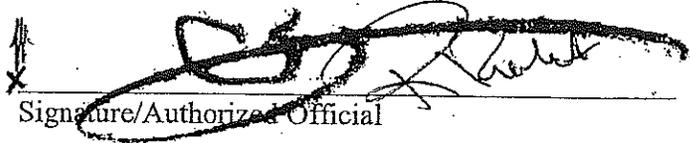
³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

⁴This amount must match the amount entered in the cell on the table in Section A titled "Amount Grantee is Requesting."

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

F. Authorized Signature

By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete, and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)


Signature/Authorized Official

5/8/09
Date

Mayor
Title

Homelessness Prevention and Rapid Re-Housing Program (HPRP) Certifications

The HPRP Grantee certifies that:

Consolidated Plan – It is following a current HUD-approved Consolidated Plan or CHAS.

Consistency with Plan – The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Confidentiality – It will develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

Discharge Policy – A certification that the State or jurisdiction has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

HMIS – It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

X 

Signature/Authorized Official

5/8/09

Date

Mayor

Title

GENERAL CERTIFICATIONS FOR STATE OR LOCAL GOVERNMENT FOR THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the state, territory, or local government certifies that:

Affirmatively Further Fair Housing -- The state, territory, or local government will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Drug-Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the state, territory, or local government's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Local Government, State, or Territory -- The submission of the consolidated plan is authorized under state law and local law (as applicable) and the jurisdiction or state possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Signature/Authorized Official

5/8/09
Date

Mayor
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The Grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

City of Toledo, Department of Neighborhoods

One Government Center, Suite 1800

Toledo, OH 43604

Check if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).