

A. General Information

Grantee Name	City of Schenectady
Name of Entity or Department Administering Funds	Department of Development
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Richard E. Purga
Title	Acting Director of the Department of Development
Address Line 1	105 Jay Street
Address Line 2	City Hall, DOD, Room 16
City, State, Zip Code	Schenectady, NY 12305
Telephone	518-382-5149
Fax	518-382-5275
Email Address	RPurga@Schenectadyny.gov
Authorized Official (if different from Contact Person)	Brian U. Stratton
Title	Mayor
Address Line 1	105 Jay Street
Address Line 2	City Hall
City, State, Zip Code	Schenectady, NY, 12305
Telephone	518-382-5000
Fax	518-382-5272
Email Address	Mayor@nycap.rr.com
Web Address where this Form is Posted	http://www.cityofscheneectady.com

Amount Grantee is Eligible to Receive*	\$ 1,048,938
Amount Grantee is Requesting	\$ 1,048,938

*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:

A display ad was placed in the local section of The Daily Gazette on April 30, 2009. All citizens were invited to comment on the proposed amendment of the City's 2008 Consolidated Plan by May 12, 2009. A public hearing was held on May 11, 2009. There were no public comments on the amendment. In addition, there was a twelve-day comment period. Citizens were given the opportunity to speak at the public hearing or submit written comments to the City of Schenectady by May 12, 2009.

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:

There were no written or verbal comments received.

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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: Allocation was proposed by the City of Schenectady Homeless Services Planning Board)

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

Response:

The Schenectady Homeless Services Planning Board submitted a proposal to work collaboratively with seven agencies to enhance the existing homeless prevention and re-housing activities. The proposed services will be provided by the Schenectady County Action Program, the YWCA, the Legal Aid Society, Bethesda House, Schenectady Inner City Ministry/ Human Rights Commission, and Cares Inc.

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:

After the grant agreement has been executed, the City of Schenectady will use IDIS to drawdown funds for allowable costs (defined in the OMB Circulars A-87 and A-122 (2CFR parts 225 and 230) for eligible HPRP activities. Where necessary, The City Of Schenectady will request payment in advance pursuant to procedures outlined in 24 CFR 85.21 for units of government. Subgrantees will submit payment requests directly to the City Of Schenectady, and the City Of Schenectady will disburse all eligible payments (defined in the OMB Circulars A-87 and A-122 (2CFR parts 225 and 230). This process will ensure that all HPRP funding will be encumbered by September 30, 2009.

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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 Grantee will oversee and monitor the administration and use of its own HPRP funds, as well as those used by its subgrantees via quarterly reporting, site visits, reports generated from IDIS, and the usage of timesheets. All subgrantees will be given periodic deadlines for fund commitment and tracking. In addition, the grantee and subgrantees will have regularly scheduled meetings to ensure the necessary collaboration is working efficiently and effectively.

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 Schenectady will work with the local Homelessness Services Planning Board, which oversees the Continuum of Care process. The Homelessness Services Planning Board also includes the community's leading providers of services to homeless individuals and families. This board will work collaboratively to implement the HPRP in Schenectady through a series of meetings and established processes. The group will continue to reach out to government, business and the homeless to create a climate of constantly improving services.

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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 Schenectady will work with the Homeless Services Planning Board and the Housing Supportive Services Network, which includes local lead agencies, to ensure the effective collaboration of services to prevent homelessness and re-house individuals/families into permanent housing. The case management services will provide comprehensive services to ensure individuals/families remain housed by removing the barriers to permanent housing. The City's active participation in these organizations will allow the City and sub-grantees to work collaboratively with appropriate Continuum of Care and mainstream resources as related to the HPRP.

The Housing and Supportive Services Network works collaboratively with the Schenectady County Housing Task Force, the Hamilton Hill Forum, and the City of Schenectady's Department of Development. The Co-Chairs of the Housing and Supportive Services Network and several other Network members serve as members of the Housing Task Force and the Hamilton Hill Forum, facilitating linkage and coordination among the three bodies.

Through its mailing list of more than fifty people and linkages with other community planning bodies, the Housing and Supportive Services Network will routinely invite as many organizations as possible to participate in the HPRP process. Meeting minutes will keep community members unable to attend meetings informed about the work of the Network and the HPRP activities.

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 Schenectady's existing 2008 Federal Consolidated Plan supports housing stabilization and homeless prevention activities. The amendment will support the usage of HPRP designated funds to supplement and enhance the existing homelessness prevention and re-housing activities.

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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	\$	\$ 528,642	\$ 327,850
Housing Relocation and Stabilization Services ²	\$ 120,000	\$ 327,850	\$ 648,642
Subtotal (add previous two rows)	\$ 120,000	\$ 856, 492	\$ 976, 492
Data Collection and Evaluation ³			\$ 20,000
Administration (up to 5% of allocation)			\$ 52,446
Total HPRP Amount Budgeted⁴			\$ 1,048,938

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.”