



MEMORANDUM

Date: May 2, 2023

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager *APC*

From: Tina Burns *TB*
Housing & Community Development Director

Subject: **Approving the Administrative Agreement with A.H. of Monroe County, Inc. for implementation and monitoring of the Housing Opportunities for Person with AIDS (HOPWA) grant FLH220017**

Introduction

Respectfully request the City Commission to approve the "Administrative Agreement" between the City of Key West, Florida (Grantee) and A.H. of Monroe County, Inc. Sponsor) reference the U.S. HUD HOPWA Grant #FLH220017; Authorizing the City Manager to execute the Administrative Agreement and subsequent amendments upon consent of the City Attorney; providing for an effective Date.

This resolution is time sensitive as to avoid any lapse in funding from the previous awarded grant agreement FLH1920017 that covered the period of 04/01/2020 to 03/31/2023 to the newly awarded grant agreement FLH2200017 that runs consecutively.

Background

The U.S. Department of Housing and Urban Development (HUD) makes grants to local communities, States, and nonprofit organizations for projects that benefit low-income persons living with HIV/AIDS and their families. The Housing Opportunities for Persons with AIDS (HOPWA) Program is the only Federal program dedicated to the housing needs of people living with HIV/AIDS.

The City of Key West has partnered with HUD and has applied for HOPWA funding through this program since 1998. To distribute and run these program funds the City of Key West partners with A.H. of Monroe County, Inc. through an administrative agreement to implement and monitor the (HOPWA) grant through the three-year performance period. The partnership with A.H. of Monroe County as the administrators of the funding has been in place since 1998.

The last HOPWA renewal grant received by the City of Key West from HUD was for the Fiscal Year (FY19) and the performance period was March 1, 2020, to March 31, 2023,

In July of 2022, the City of Key West submitted a 2022 renewal application package to HUD for continued funding for these services to the community. On September 15, 2022, The City was notified by HUD that the Fiscal Year (FY) 2022 Housing Opportunities for Persons With Aids permanent supportive housing renewal Grant application was approved.

The City received the notification of transmittal of the HOPWA Grant Agreement for Grant Number: FLH2200017 (FY22) from HUD on March 30, 2023. The HUD agreement was signed by the City Manager on April 5, 2023, and the agreement was sent back to HUD on April 20, 2023, after a review and approval from the City Attorney.

Grant #FLH220017 provides a three-year HOPWA Allocation in the amount of \$1,519,564.00 to benefit low-income persons living with HIV/AIDS and their families. The City of Key West and the Housing Authority of the City of Key West entered into an Administrative Agreement which addresses the day-to-day operation of the Community Development Office (CDO), including the administration of many housings related grants/programs. One of the grants the CDO administers is the HOPWA grant, which is sponsored by A. H. Monroe.

The Administration Agreement with A. H. of Monroe County, Inc. outlines the terms of the implementation, responsibilities, and requirements of both the City as Grantee and A.H. of Monroe County, Inc. as the Sponsor of the HOPWA Funds. HOPWA funds are to be used for housing information, A. H. of Monroe County, Inc. Staff, Rental Assistance for HOPWA clients and CDO and A. H. of Monroe County, Inc. Administrative costs.

The current grant funding that was in place for the performance period of April 11, 2020, to April 30, 2023, has expired. The approval of this resolution is time sensitive to avoid a lapse in funding from the FY19 fiscal year grant to the new FY22 renewal grant.

Procurement

Revenue from the HOPWA grant for A. H. Monroe County, Inc. Administrative Costs is budgeted in Account 1200000 3316900 (Community Development Fund / Revenue / Other Human Services). Grant revenue will offset the cost for A. H. Monroe County, Inc. to implement and monitor the HOPWA grant.

Recommendation

Request the City Commission to approve the Administrative Agreement with A. H. Monroe County, Inc. for the implementation and monitoring of the Housing Opportunities for Persons with AIDS (HOPWA) grant and to authorize the City Manager to execute the Administrative Agreement and subsequent amendments upon consent of the City Attorney.