OMB Approval Number: 2506-0180
(Expiration Date: 9/30/2009)

The FY 2008
Minneapolis

HUD CONSOLIDATED PLAN
for Housing and Community Development

Draft Amendment #2
To be Submitted to HUD
May 18, 2009

Public Comment Period April 17- 28, 2009

Homelessness Prevention and Rapid Re-Housing Program (HPRP)

Funded through the American Recovery and Reinvestment Act of 2009

EQUAL HOUSING OPPORTUNITY

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). This site will be regularly updated to include HPRP resources developed by HUD and its technical assistance providers.

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 Minneapolis
Name of Entity or Department Administering Funds	Department of Community Planning and Economic Development
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Catherine ten Broeke
Title	City County Coordinator to End Homelessness
Address Line 1	A-2308 Hennepin County Government Center
Address Line 2	300 South Sixth Street
City, State, Zip Code	Minneapolis, MN 55487-0238
Telephone	612.596.1606
Fax	612.348.7423
Email Address	Cathy.ten.broeke@co.hennepin.mn.us
Authorized Official (if different from Contact Person)	Steven Bosacker
Title	City Coordinator
Address Line 1	301 M City Hall
Address Line 2	350 South Fifth St.
City, State, Zip Code	Minneapolis, MN 55415
Telephone	612.673.3992
Fax	612.673.3250
Email Address	Steven.bosacker@ci.minneapolis.mn.us
Web Address where this Form is Posted	www.ci.minneapolis.mn.us/grants

Amount Grantee is Eligible to Receive*	**$5,530,902**
Amount Grantee is Requesting	**$5,530,902**

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

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:

In preparing this draft substantial amendment to its 2008 Consolidated Plan, the City of Minneapolis used its existing Consolidated Plan citizen participation process with abbreviated timeframe for public comment as required by HUD. Citizens and interested parties were invited to submit comments during a 12-day public comment period running April 17-28, 2009. The public comment period included a public hearing before the Minneapolis City Council's Community Development Committee on April 28, 2009. Notice of the public hearing and comment period was published in Finance and Commerce per City publication practices, and notice was also sent to the Minneapolis Consolidated Plan, CPED, and Heading Home Hennepin mailing lists. The draft substantial amendment was posted on the City's website at www.ci.minneapolis.mn.us/grants.

In addition, the City of Minneapolis and Hennepin County staff and officials hosted community partners meeting on March 25, 2009 to solicit input from over sixty-five homeless housing and service providers on HPRP priorities and uses.

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:

To be summarized after public comment period and included in the substantial amendment provided to HUD.

March 25, 2009 Minneapolis Homeless Prevention and Rapid Re-Housing Program (HPRP) Community Meeting, Community Partner Suggestions for Use of Funds

Public comments were received and summarized around City and County addressing HPRP funding around Financial Assistance, Housing Relocation and Stabilization Services

with an emphasis on linking assistance to employment efforts, targeting services to high need, multiple-barriers clients, and focused coordination efforts among service providers, the Heading Home Hennepin plan, Family Homeless Prevention and Assistance Program, and ARRA funding streams. City and County staff will work to incorporate suggestions into the joint Request for Proposal.

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: Hennepin County will be the subgrantee of Minneapolis HPRP funds memorialized through a Memorandum of Understanding. Subrecipients of HPRP funds will be selected through a competitive joint City and County Request for Proposal.)

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

   Response:

The City of Minneapolis will work with Hennepin County as its subgrantee in issuing a joint Contingent Request for Proposals (RFP). The RFP will be distributed to agencies servicing Minneapolis and posted on the Minneapolis Community Planning and Economic Development Department website, www.ci.minneapolis.mn.us/cped, as well as on the Hennepin County website. A joint review of proposals and selection decisions will be made by a committee of City and County representatives, and other knowledgeable community representatives who have no conflict of interest. The Request for Proposal process has been used extensively by the City of Minneapolis and Hennepin County to select contractors. Applicants will be judged on the experience and capacity of their agency, and on the feasibility and appropriateness of their proposal and demonstration to meet federal and local mandates, including their ability to service HPRP funds to those at or below 30 percent of metro median income.

The RFP will be designed to select applicants who can create a broad network of homelessness prevention and rapid re-housing resources that meet HPRP guidelines and local priorities supporting the strategic goals of Heading Home Hennepin plan. Contracted service providers will be required to participate in joint planning, training and performance

review. They will be closely coordinated with existing homelessness prevention and rapid re-housing programs and will know how to make client referrals to other appropriate ARRA- and local-funded programs and services.

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:

A timetable has already been developed to assure that HUD timelines for obligating funding can be met. The first step will be the development of a Memorandum of Understanding between the City of Minneapolis and Hennepin County to set forth respective roles and responsibilities. This should be completed by the end of June. The City of Minneapolis and Hennepin County will release their joint **Contingent Request for Proposals** approximately one week after the close of public comment on this Consolidated Plan Amendment #2 (expected release: first week in May 2009). This will allow a minimum of four weeks for non-profit agencies to submit proposals and at least two weeks for proposal review and Applicant selection. Negotiation of contracts with the selected applicants will begin at the point that HUD approves the submitted Consolidated Plan Amendment #2 (on or around July 2, 2009) with the clear understanding that executed contracts will be contingent upon an executed grant agreement with HUD and City/County Memorandum of Understanding (expected to be on or around September 1, 2009). Contracts for HPRP programs will be ready for execution by September 1 to assure approval by the Minneapolis City Council and Hennepin County Board of Commissioners no later than September 30.

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:

City implementation of HPRP funds will seek to strengthen client-centered collaborations between the private non-profit and public sectors. The City seeks to support Heading Home Hennepin and Continuum of Care strategies through work building upon existing collaborations. Hennepin County's focus on program outcomes and program improvement have led to the development by non-profit agencies of a number of "Best Practice" service models--including the Family Homeless Prevention and Assistance Program (FHPAP), a network of non-profits who have been delivering Homelessness Prevention and Rapid Exit services for the past 16 years.

As Hennepin County is the local governing authority for provision of public assistance and human services, the City of Minneapolis will expect that the Hennepin County Human

Services and Public Health Department administer its HPRP funds with selected service providers. The roles and responsibilities of this administration relationship will be spelled out through a Memorandum of Understanding that will implicitly and explicitly pass through HPRP grantee requirements as applicable to the County. Hennepin County has a well-established process for managing contracted services. Of the County's $1.7 billion annual budget, approximately one-third ($600 million) is used to purchase human services and public health services. Specialized staff in areas of legal, finance, purchasing and contract management provide staffing to assigned programs. This well-established infrastructure and high level of specialization on the part of the County assures that the City's requirements for eligible participants, activities and reporting will be met.

Minneapolis Consolidated Plan programs that are implemented through third-party subgrantees and subrecipients are actively monitored for HUD compliance by City of Minneapolis employees who are the respective program managers, within their area of expertise. Minneapolis Grants and Finance office staff is responsible to conduct systematic reviews across programmatic areas to ensure consistency with the contract compliance and that HUD national objectives are being met. Minneapolis CPED program managers are responsible for sustaining contractual compliance according to the policies of HUD and of City of Minneapolis.

City staff from CPED, Finance and Grants offices will be responsible for coordinating and reviewing with the County quarterly HPRP reports and their submittal to HUD. City staff will set up and monitor IDIS activities supporting city-funded HPRP programming. City staff will request and review HMIS reports from the County and HPRP subrecipients to assure performance metrics.

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:

Outside of the working relationship with Hennepin County for purposes of HPRP, the City will expect that service providers will design HPRP programming that can complement and leverage ARRA resources that the City and its partners will be able to access. The City and its local partners are actively considering/pursuing ARRA opportunities made available through the federal and state level in over twelve ARRA titles. The City fully expects that HPRP resources will leverage both our capital and human investments in CDBG, HOME, ESG, HOPWA, NSP. A key City target in its homelessness prevention strategy that will be reflected in the joint RFP is the ability of the applicant to link households to our existing job placement network.

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:

Continuum of Care collaboration started with the March 25, 2009 joint Minneapolis and Hennepin County community stakeholder meeting. Collaboration will continue through HPRP planning, project solicitation and selection, start-up, implementation and reporting. The City/County Continuum of Care is best represented through the county's Heading Home Hennepin 10-year Plan to End Homelessness. The Heading Home Hennepin implementation structure includes a prevention and rapid re-housing committee. The role of this committee and others focused on specific populations and needs of the homeless emphasize client access to mainstream resources and track their outcomes.

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 following Goal and two objectives summarize the Consolidated Plan priorities consistent with HPRP financial assistance and housing relocation/stabilization services:

Goal HM-1	**Support Persons Suffering from Homelessness**
Objective HM-1a	Support movement of homeless families and individuals toward permanent housing
Objective HM-1b	Contribute capital resources to address supportive housing and shelter needs consistent with strategies of Continuum of Care and the Community Advisory Board on Homelessness

To support Continuum of Care and City-County ~~Community Advisory Board on~~ Homelessness goals, the City provides its HOME, CDBG and ESG capital funds for the development and preservation of housing for those who suffer homelessness, or are threatened with homelessness. These activities include providing capital funds to develop new or renovate existing emergency and transitional housing shelters. The City will also fund the development and rehabilitation of supportive housing options across the entire continuum of care.

The City pursues with its Consolidated Plan funds a variety of approaches to address needs of the homeless and those threatened with homelessness including the CDBG funding of a City/County Coordinator of Homelessness. This position staffs the development and implementation of the Heading Home Hennepin strategic plan and is the contact for HPRP implementation.

The City is the local grantee for HOPWA funds for the metropolitan area. Through this program, the City provides housing assistance to families/persons with HIV/AIDS who are threatened by homelessness.

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 (60%)	**Rapid Re-housing (40%)**	**Total Amount Budgeted**
Financial Assistance[1]	**$1,920,000**	**$1,280,000**	**$3,200,000 (58%)**
Housing Relocation and Stabilization Services[2]	**$1,166,657**	**$777,700**	**$1,944,357 (35%)**
Subtotal (add previous two rows)	**$3,086,657**	**$2,057,700**	**$5,144,357**
Data Collection and Evaluation[3] **2%**			**$110,000**
Administration (up to 5% of allocation) **5%**			**$276,545**
Total HPRP Amount Budgeted[4]			**$5,530,902**

[1]Financial 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.

[2]Housing 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.

[3]Data 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.

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

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)

_____ ___5/18/2009___
Signature/Authorized Official Date

____City Coordinator_____
Title

- A signed and dated SF-424 – To be submitted with Amendment on May 18
- Signed and dated General Consolidated Plan and HPRP certifications – To be submitted with Amendment on May 18