

City of Alexandria, Virginia

MEMORANDUM

DATE: FEBRUARY 11, 2004

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*

SUBJECT: PUBLIC HEARING ON PROPOSED AMENDMENT TO THE CITY'S 2004 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM TO FUND THE HOMELESS MANAGEMENT INFORMATION SYSTEM

ISSUE: Public Hearing on a proposed amendment to the City's 2004 Community Development Block Grant (CDBG) spending plan to provide \$50,000 for a Homeless Management Information System (HMIS).

RECOMMENDATION: That City Council hold the public hearing and docket this matter, including the necessary budget transfer, for consideration at its March 9, 2004 legislative meeting.

BACKGROUND: The City has received CDBG funds from the federal Department of Housing and Urban Development (HUD) for 29 years. The current fiscal year CDBG allocation is \$1,533,000. The funds may be used for a variety of housing and community development activities. Currently budgeted activities include downpayment and closing cost assistance loans to low and moderate income first time homebuyers, home rehabilitation loans to low and moderate income homeowners, and homeless services, among others.

The City prepares a five year plan to HUD called the Consolidated Plan, and updates the Plan annually through the Action Plan. The Action Plan for FY 2004 was approved by City Council in May 2003. If, during the year, the City chooses to add or change an activity supported by CDBG funds, the City must advertise the change for a 30 day public comment period and hold at least one public hearing on the matter. Then, after considering any public comments received, the City must submit the program amendment to HUD.

DISCUSSION: On January 23, 2004, the City's Office of Housing released for public comment a proposed program amendment for FY 2004 CDBG funds for a Homeless Management Information System (HMIS). The program amendment appears as Attachment I. It reflects a proposed allocation of \$50,000 in CDBG funds for procurement of HMIS for City and non-profit agencies providing services for homeless persons in Alexandria.

The FY 2001 Congressional appropriations bill included a directive to HUD to improve data collection on the extent of homelessness in the nation and the effectiveness of the programs serving the homeless population at the local level. HUD was asked to provide Congress with an

unduplicated count of the homeless, the pattern of client intake and exit from homeless service programs and to document the effectiveness of Stewart B. McKinney Act funded programs. In FY 2003, HUD published the technical standards for Homeless Management Information Systems and encouraged local implementation of HMIS by September 30, 2004, saying it would be a factor in determining whether a community gets new grant funds. HUD did not provide any funding for HMIS, but stated that communities may use CDBG funds for this purpose.

McKinney Act programs fund an array of homeless services activities organized under local Continuum of Care plans. The Continuum of Care is the range of services for the homeless from outreach to the homeless living on the streets, to emergency shelter, to placement in permanent or supportive housing. Under the HUD-mandated Continuum of Care process, local partnerships comprised of public and non-profit service providers, faith-based organizations, businesses and advocates develop and revise the Continuum in response to changing conditions. In Alexandria, the Homeless Services Coordinating Committee has carried out this function since 1998. The City and seven non-profit partners have received McKinney Act funds to support homeless services operations since the early 1990's. The federal funds provide operating support for Community Services Board group homes, transitional housing programs for families and single adults, the domestic violence program and each emergency shelter that operates in Alexandria.

The proposed transfer of \$50,000 in CDBG funds to the Department of Mental Health, Mental Retardation and Substance Abuse (MH/MR/SA) will be used for acquisition and first year start-up costs of a web-based product for homeless data management. Costs anticipated for CDBG monies include: software and user licenses, disaster recovery, training and project management, server and host fees and database encryption. Systems are available that meet HUD standards. The monies will come from funds that were budgeted for CDBG administrative expenses.

FISCAL IMPACT: Possible re-appropriation of \$50,000 in previously budgeted CDBG funds to MH/MR/SA for use in the procurement of HMIS.

STAFF:

Mildrilyn Stephens Davis, Director, Office of Housing
Robert C. Eiffert, Deputy Director, Office of Housing
Michael Gilmore, Director, MH/MR/SA
Brenda Sauls, Director, Administrative Services, MH/MR/SA
Debra Collins, Director, Department of Human Services (DHS)
Jack Powers, Director, Division of Community Programs, DHS
Nelson Smith, Director, Office of Community Services, DHS
Bruce Johnson, Director, Office of Management and Budget (OMB)
Paul Doku, Management and Budget Analyst, OMB
Sandy Murphy, Management and Budget Analyst, OMB

ATTACHMENT: CDBG Program Amendment

**U.S. Department of Housing & Urban Development
CPD Consolidated Plan
Listing of Proposed Projects**

Project ID/ Local ID	Project Title/Priority/ Objective/Description	HUD Matrix Code/Title/ Citation/Accomplishments	Funding Sources	
0014	Homeless Management Information System (HMIS)	05 Public Services (General)	CDBG	\$ 50,000
			ESG	\$ 0
	Homeless & HIV/AIDS	570.201(e)	HOME	\$ 0
			HOPWA	\$ 0
		0 N/A		
	Funding to support procurement and start-up costs for a Homeless Management Information System (HMIS) to be used by City and private agencies providing services to homeless persons in Alexandria for the collection of data on the extent of homelessness and the effectiveness of related programs.		TOTAL	\$ 50,000
			Total Other Funding	\$ 0

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Help the Homeless?	Yes	Start Date:
Help those with HIV or AIDS?	No	Completion Date:
Eligibility:	570.208(a)(2) - Low / Mod Limited Clientele	
Subrecipient:	Local Government	
Location(s):	N/A	

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2-21-04



Homeless Services Coordinating Committee Alexandria, Virginia www.alexandriahscc.org

February 10, 2004



Ms. Marcy Meyer
Office of Housing
P.O. Box 178
City Hall
Alexandria, VA. 22313

Dear Ms. Meyer,

Alexandria's Homeless Services Coordinating Committee (HSCC) would like to register its support of the Proposed Amendment to the City's 2004 Community Development Block Grant (CDBG) Program to allocate \$50,000 in CDBG monies for procurement of a Homeless Management Information System (HMIS) for City and non-profit agencies providing services for homeless persons in Alexandria.

As noted in previous HSCC correspondence to your office, it is critical that the HMIS be implemented by October 2004, as it is a HUD mandate and failure to do so could potentially affect funding for every homeless services provider in our continuum.

Sincerely,

Ed Rea
Co-Chair, HSCC and
Arlington-Alexandria Coalition for the Homeless
(AACH) representative
erea@aachhomeless.org
703-525-7177

cc: Mayor William Euille, Vice Mayor Del S. Pepper,
Councilman Ludwig P. Gaines, Councilman Rob Krupicka,
Councilman Andrew H. Macdonald, Councilman Paul C.
Smedberg, Councilwoman Joyce Woodson

Visit the HSCC on the web at
www.alexandriahscc.org

- MEMBER ORGANIZATIONS**
- Alexandria Commission on Persons with Disabilities
 - Alexandria Neighborhood Health Services Inc. (ANHSI)
 - Alexandria's In-Home Emergency (ALIVE)
 - Alexandria Redevelopment & Housing Authority (ARHA)
 - Alfred Street Baptist Church
 - Amy Jones & Associates
 - Arlington-Alexandria Coalition for the Homeless (AACH)
 - Blessed Sacrament Catholic Community
 - Carver's Shelter
 - Catholic Charities
 - Child & Family Network Center
 - Circle of Hope
 - Church of St. Clement
 - Community Connections, Inc. (CCI)
 - Community Resource Center (CRC)
 - Community Services Board (CSB)
 - Deeds for Success
 - Family Support Center
 - Human Development Center
 - Homeless Services
 - Interfaith Coalition for Affordable Housing
 - Life's Church
 - Norfolk Virginia Family Service
 - Office of Aging & Adult Services
 - Office of Community Services
 - Office of Employment Training & Skills
 - Office of Housing
 - Office of Women's Health & Violence Services
 - Old Presbyterian Meeting House
 - Salvation Army (Alexandria Community Shelter)
 - Shelter for Human Resource Management
 - St. Stephen's
 - St. Stephen's Africa House (St. Stephen's N.Y.C.)
 - St. Stephen's
 - Virginia Coalition for the Homeless
 - Virginia Homeless Network
 - W. Cary Rousey Development Corporation
 - Westminster Presbyterian Church
 - William Walker Office of Neighborhood
 - Workforce Development & Training