



Administrative Services Committee Meeting

Meeting Date: 11/28/2023

HCD_ Federal Funding Agreement Contract Approval Request

Department:	HCD
Presenter:	Hawthorne Welcher, Jr. and/or HCD Staff
Caption:	Motion to approve HCD's contract procedural process relative to authorization of Agreements/Contracts/HUD Forms related to HCD's federally funded programs for calendar year 2024.
Background:	<p>Each year the Augusta, Georgia receives Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME) and Housing Opportunities for Persons with AIDS (HOPWA) funds from the U.S. Department of Housing & Urban Development (HUD). These funds are used to fund agencies and projects to assist low-income persons and revitalize low-income neighborhoods. The Housing and Community Development (HCD) Department annually solicits for proposals from agencies and develops CDBG, ESG, HOME and HOPWA budgets which are incorporated into the City's Annual Action Plan. For Calendar Year 2024, Augusta's Action Plan recommends a set of projects and activities to be carried out through Partnership with local non-profits and for profit partners. To carry out these projects, HUD requires the City of Augusta to have agreements with these Partners carrying out the activities described in the Annual Action Plan. Furthermore, there are a various HUD forms / Banking Documents that only require a single authorized official signature. These documents, specifically but not limited to: a) Forms HUD-7082, and b) HUD-40093 shall be authorized for execution by the Mayor (as Augusta, Georgia's HUD Certifying Official). To facilitate the execution of agreements/contract process, HCD proposes the utilization of our attached Agreement/Contract procedural process (see attachment).</p> <p>This process does not include HCD Homebuyer Subsidy Program requests, Down Payment Assistance Program request and Rehabilitation Program, as these requests, up to \$25,000 are approved by the Administrator (approved by the Augusta Commission on 7 September 2021, Agenda Item #13).</p>

Analysis:	The submitted procedural process provides fluency and keeps the Augusta, GA Commission engaged of Housing and Community Development’s (HCDs) progress and projects.
Financial Impact:	The City receives funding from the US Housing and Urban Development Department on an annual basis.
Alternatives:	Do not approve HCD's agreement/contract procedural process request.
Recommendation:	Motion to approve HCD's contract procedural process relative to authorization of Agreements/Contracts/HUD Forms related to HCD’s federally funded programs for calendar year 2024.
Funds are available in the following accounts:	Housing and Urban Development (HUD) Funds: Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnership Grant (HOME), Housing Opportunities for Persons with AIDS (HOPWA) and Continuum of Care (CoC) funds.
<u>REVIEWED AND APPROVED BY:</u>	Procurement Finance Law Administrator Clerk of Commission