



## **Administrative Services Committee Meeting**

Meeting Date: 04/30/2024

HCD\_ R. Taylor HMIS Consulting Addendum Approval Request

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<b>Department:</b>	HCD
<b>Presenter:</b>	Hawthorne Welcher, Jr. and/or HCD Staff
<b>Caption:</b>	Motion to approve Housing and Community Development Department's (HCD's) request to enter into an addendum agreement with R. Taylor HMIS Consulting, LLC to continue U.S. Department of Housing and Urban Development (HUD) Homeless Management Information System (HMIS) management assistance to Housing and Community Development Department.
<b>Background:</b>	<p>Annually, on behalf of the City of Augusta, the Housing &amp; Community Development Department (CHCD) applies for funds from the US Department of Housing and Urban Development (HUD) through a competitive application process for the Continuum of Care Program. This isn't an entitlement grant, but a competitive grant that is awarded based on the application's merits. These funds are used to support the Homeless Information Management System (HMIS), administrative services, supplies, and technical support for the City of Augusta's partner homeless service agencies. The non-profit agencies and HUD directly administer the partner agency agreements, and they only require the mayor's execution of a Certification of Consistency with the Consolidated Plan to meet HUD's submission requirements.</p> <p>Regulated by HUD, it is mandatory for the Homeless Management Information System (HMIS) to provide accurate and comprehensive data to assist in formulating and implementing effective policies for people experiencing homelessness at the federal, state, and local levels. Every community has an HMIS with the capability to record unique counts of homeless individuals and families. These data are collected from various projects that serve people without housing and is used for conducting needs analyses and prioritizing funding.</p>

To facilitate the proper administration of data within the Georgia Homeless Management Information Systems (HMIS) and to ensure the effective management of programs, services, and data tracking and entry, the City of Augusta, represented by HCD, has entered into an agreement with R. Taylor HMIS Consulting, LLC. This agreement, approved by the Augusta Commission on November 3, 2023, provides technical assistance to HCD and program sub-recipients. Upon completing 50 percent of the required services, HCD may extend the original agreement to continue receiving support in fulfilling requirements for HUD Continuum of Care (CoC) program grants and HMIS reporting.

**Analysis:**

The approval of this request will enable HCD to continue to strengthen our grant-related process and procedures, specific to the U.S. Department of Housing and Urban Development's (HUDs) Homeless Management Information System.

**Financial Impact:**

The total amount of this extension is \$25,000 through December 31, 2024.

**Alternatives:**

Deny HCDs Request.

**Recommendation:**

Motion to approve Housing and Community Development Department's (HCD's) request to enter into an addendum agreement with R. Taylor HMIS Consulting, LLC to continue U.S. Department of Housing and Urban Development (HUD) Homeless Management Information System (HMIS) management assistance to Housing and Community Development Department.

**Funds are available in the following accounts:**

Object Code:  
\$24,000 ---221073215- 5211119 – SHP-HMIS Grant Other/Official Admin  
\$1,000 ---221073110-5212119 -HCD General Fund Misc. Professional  
\$25,000

**REVIEWED AND  
APPROVED BY:**

Procurement  
Finance  
Law  
Administrator  
Clerk of Commission