

**RESOLUTION NO. 2020-087**

RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA, AUTHORIZING THE MAYOR AND THE CITY CLERK, AS ATTESTING WITNESS, ON BEHALF OF THE CITY TO EXECUTE A SUB-RECIPIENT GRANT AGREEMENT BETWEEN CITRUS HEALTH NETWORK, INC. AND THE CITY OF HIALEAH, FLORIDA, AS PART OF A MULTI-AGENCY PARTNERSHIP, TO PROVIDE HOMELESS ASSISTANCE ACTIVITIES UNDER THE CITY'S ESTABLISHED EMERGENCY SOLUTIONS STRATEGIES INCLUDING WITHOUT LIMITATION, HOMELESSNESS PREVENTION, RAPID RE-HOUSING, EMERGENCY SHELTER, AND OUTREACH, IN COMFORMITY WITH THE SCOPE OF WORK ATTACHED AND MADE A PART HEREOF AS EXHIBIT "1", IN THE TOTAL AMOUNT OF \$829,510 OF EMERGENCY SOLUTIONS GRANT COVID-19 (ESG-CV) FUNDS, FOR A TERM COMMENCING ON JULY 1, 2020 THROUGH JUNE 30, 2021, WITH THE OPTION TO EXTEND FOR UP TO ONE (1) YEAR; FURTHER AUTHORIZING THE MAYOR OR HIS DESIGNEE ON BEHALF OF THE CITY TO EXECUTE ALL OTHER NECESSARY DOCUMENTS IN FURTHERANCE THEREOF; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the President of the United States of America declared a national emergency on March 13, 2020, in response to the Coronavirus (COVID-19) pandemic; and

**WHEREAS**, the Governor of the State of Florida signed Executive Order 20-52 on March 9, 2020, declaring a state of emergency for Florida, in response to the Coronavirus (COVID-19) pandemic; and

**WHEREAS**, the Mayor of Miami-Dade County signed and declared a local state of emergency in Miami-Dade County on March 9, 2020, in response to the Coronavirus (COVID-19) pandemic; and

**WHEREAS**, the Mayor of the City of Hialeah signed and declared an Emergency Order declaring a local state of emergency in the City of Hialeah on March 16, 2020; and

**WHEREAS**, the Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law by the President of the United States of America on March 27, 2020; and

**WHEREAS**, the Mayor and City Council approved Resolution 2020-057 on April 28, 2019, approving the acceptance and use of a grant award from the U.S. Department of Housing and Urban Development (HUD), pursuant to the Coronavirus Aid, Relief, and Economic Security (CARES) Act, in the amount of \$829,520 of Emergency Solutions Grant COVID-19 (ESG-CV) funds for rental assistance; and

**WHEREAS**, the City of Hialeah is constantly searching for available resources to support Hialeah residents in need of homelessness prevention, rapid re-housing, emergency shelter, or other related forms of assistance; and

**WHEREAS**, Citrus Health Network, Inc. is the lead agency in the Housing Assistance Network of Dade (HAND) Program, a multi-agency partnership with Miami-Dade County and local municipalities making an effort to prevent homelessness by providing temporary rental assistance for eligible low-income individuals and families who are currently homeless or are at risk of becoming homeless, and providing expanded assistance to residents affected by the economic crisis due to COVID-19; and

**WHEREAS**, Miami-Dade County has awarded Emergency Solutions Grant COVID-19 (ESG-CV) funds to Citrus Health Network, Inc. in the amount of \$3,399,714 for eligible homeless assistance services, and City of Miami has awarded ESG-CV funds to Citrus Health Network, Inc. in the amount of \$765,000 for eligible homeless assistance services, leveraging their funding and resources to expand HAND program assistance; and

**WHEREAS**, Citrus Health Network has been an annual sub-recipient of ESG funding from the City of Hialeah for over 10 years, with their headquarters located in Hialeah, readily available to and serving Hialeah residents in need each year in accordance with federal regulations applicable to the ESG program; and

**WHEREAS**, the City of Hialeah finds it is in the best interest of the health, safety, and wellbeing of its residents to use ESG-CV funding to provide financial assistance to individuals and families at risk of losing their homes and becoming homeless or who are already experiencing homelessness.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA, THAT:

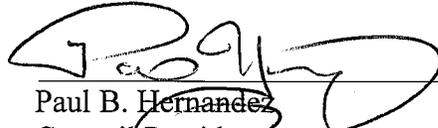
**Section 1:** The foregoing facts and recitations contained in the preamble to this resolution are hereby incorporated and adopted by reference as if fully set forth herein.

**Section 2:** The City of Hialeah, Florida authorizes the Mayor and the City Clerk, as attesting witness, on behalf of the City, to execute a Sub-Recipient Grant Agreement between Citrus Health Network, Inc. and the City of Hialeah, Florida, as part of a multi-agency partnership, to provide homeless assistance activities under the City's established emergency solutions strategies including without limitation, homelessness prevention, rapid re-housing, emergency shelter, and outreach, in conformity with the Scope of Work attached and made a part hereof as

Exhibit "1", in the total amount of \$829,510.00 of Emergency Solutions Grant COVID-19 (ESG-CV) funds, for a term commencing on July 1, 2020 through June 30, 2021, with the option to extend for up to one (1) year, further authorizing the Mayor or his designee on behalf of the City to execute all other necessary documents in furtherance thereof. All action taken to date by officers of the City in furtherance of this Agreement is hereby approved, confirmed, and ratified.

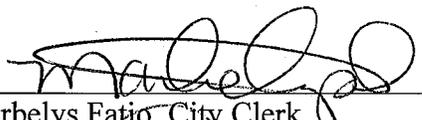
**Section 3:** This resolution shall become effective when approved by majority vote of the City Council and signed by the Mayor or at the next regularly scheduled City Council meeting, if the Mayor's signature is withheld or if the City Council overrides the Mayor's veto.

PASSED AND ADOPTED this 14 day of July, 2020.

  
Paul B. Hernandez  
Council President

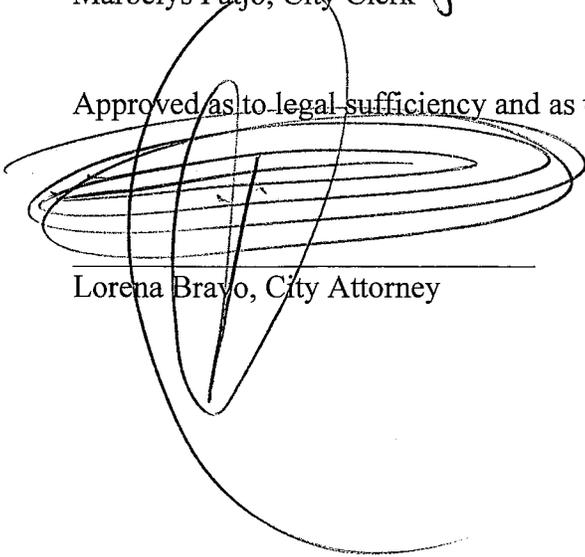
Attest:

Approved on this 21 day of July, 2020.

  
Marbelys Fatjo, City Clerk

  
Mayor Carlos Hernandez

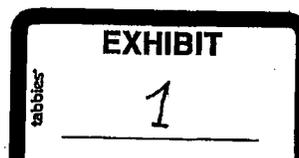
Approved as to legal sufficiency and as to form: Resolution was adopted by a 7-0 vote with Councilmembers, Cuenca-Fuente, De la Rosa, Hernandez, Garcia-Roves, Perez, Tundidor and Zogby, voting "Yes."

  
Lorena Brayo, City Attorney

## Scope of Work

### Emergency Solutions Grant Program

1. The Housing Assistance Network of Dade (“HAND”) Program is a multi-agency collaboration with the City of Hialeah, Miami-Dade County and other local municipalities, led by Citrus Health Network. The aim of the program is to prevent homelessness by providing temporary rental assistance for eligible low-income individuals and families who are currently homeless or are at risk of becoming homeless.
2. The HAND Program is funded by the U.S. Dept. of HUD, VA SSVF, the State of Florida, the Miami Dade Homeless Trust, and the Cities of Hialeah and Miami. Partners participating in the network include: Citrus Health Network, Camillus House, Miami-Dade Community Action and Human Services sites and various shelter providers.
3. Assistance to participants may include: rent assistance (average of three to six months), rent in arrears up to four months, security and utility deposits, moving and storage expenses, application fees and utility payments. Case management and referrals to other programs is also provided.
4. In order to expand accessibility during the COVID pandemic and to target persons affected by the COVID economic effects, the HAND Program has developed an internet-based on-line application to allow applicants to apply and upload their documents. In addition, eligibility for the program has been expanded to cover very low income persons who lost income due to the pandemic. Due to the high number of persons in need, a triage and lottery system is also in place to provide a fair and timely manner to process applications.
5. Changes to program due to COVID:
  - a. Since eviction filings may occur much later in the program year, adding the following eligibility criteria for prevention assistance:
    - i. Has received a three-day notice; or letter from landlord verifying the tenant’s right to housing in the program will be terminated within 21 days; AND
    - ii. has proof of loss of employment since March 1, 2020 (either letter or unemployment benefits).
  - b. Up to 4 months of rent in arrears, plus months going forward.
  - c. Extending the amount of time to “go back” accepting evictions to 120 days (up from 90). This is to address those that received an evicted order before COVID Closures and have not had their pending eviction enforced yet.
  - d. Inspections will occur through video or photos in coordination with landlord.
  - e. Case management contacts may occur by phone instead of in person.
  - f. Rents must be under FMR plus 20% and still need to meet reasonableness standard.
  - g. Local caps on utility assistance raised to \$1,000.
  - h. Increasing income caps to 50% AMI for Prevention and 80% AMI for Rapid Re-Housing



- i. Lease does not need to be for one year.

**6. SHORT-TERM/MEDIUM-TERM RENTAL ASSISTANCE PROGRAM 24 CFR 576.106**

Program Description:

The Short/Medium-Term rental assistance program provides temporary financial assistance services to individuals and families who would be homeless but for this assistance and provides assistance to rapidly re-house persons who are homeless. This assistance will allow families and individuals to remain in their existing rental units or to help them obtain and remain in rental units they select, with priority for persons in the City of Hialeah. Rental assistance may be tenant-based or project-based. Notwithstanding the financial situation of a household, the maximum length of time a program participant may receive rental assistance through ESG is 24 months during any 3-year period, including any payments made towards rental/utility payments in arrears. The application may be completed in person, by phone, or on-line. Payment may be requested by the subgrantee based on financial commitment or reimbursement for payments made.

**Types of Assistance —24 CFR 576.105(1)(2)(3)(4)(5)(6)**

ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

- i. Rental Assistance
- ii. Rental Application fees
- iii. Last Month's Rent
- iv. Security and Utility Deposits
- v. Utility Payments
- vi. Moving Cost Assistance

All payments will be made directly to the vendors.

**Criteria for Eligibility**

Standard policies and procedures for evaluating individual's and families' eligibility for assistance:

1. Priority for residents of the City of Hialeah;
2. Prevention assistance recipients must have household income at or below 50% of area median income (AMI) as published annually by the US Department of Housing and Urban Development. However, in the event of Rapid-Re-Housing cases only households with a gross income at, or below 80% of the area median income.
3. Case files must include a completed eligibility form and certification (which meets HUD specifications) that the household meets the eligibility criteria;
4. Records must be kept for each program participant that document: the services and assistance provided to that program participant; compliance with requirements under 24 CFR §576.1 01-106, 576.401 (a) and (b), and 576.401 (d) and (e); and,

when applicable, compliance with the termination of assistance requirement in § 576.402;

5. A legally binding, **written** lease between tenant and landlord is required to receive ongoing rental assistance;
6. For each individual and family determined ineligible to receive ESG assistance, the record must include documentation of the reason for that determination;
7. Must be homeless or at risk of homelessness according to ESG requirements.

## 7. HOUSING RELOCATION AND STABILIZATION SERVICES

### Program Description:

This program provides for services that assist program participants with housing stability and placement. These services are limited to the following and may only be provided to eligible participants receiving Rental Assistance as highlighted above in program #1.

#### I. Case Management/Service Eligibility

An initial evaluation is made to determine the eligibility of each individual or family's eligibility for ESG assistance and the amount and types of assistance the individual or family needs to regain stability in permanent housing. Contacts can be by phone.

### Program Performance Standards

The City projects that 24 persons will exit homelessness and another 16 persons will avoid homelessness under the grant. A set of performance standards has been established to ensure that these projections are met. These standards are as follows:

- Monitor the number of households assisted who return to shelters after Homelessness prevention or Rapid Re-Housing Assistance is provided. At least 70% of households will continue to be in stable housing at least 90 days following the period of assistance.

## Scope of Work

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