

5/18/2009

**Proposed Amendments  
Program Year 2008**

<b>Project Description</b>	<b>Location</b>	<b>Action/Change</b>	<b>Source of Funds</b>	<b>Budget</b>	
I. Homeless Prevention and	Countywide	New Program	American Recovery and	1,596,719	
Rapid Re-Housing Program			Reinvestment Act of		
(HPRP)			2009		

Citizens are hereby given notice of Beaver County's intent to amend its Consolidated Plan for the 2008 Program Year. Comments on the proposed amendments should be forwarded to the Director, Community Development Program of Beaver County, 1013 Eighth Avenue, Beaver Falls, PA 15010 no later than May 4, 2009. Copies of Beaver County's Modified Statement of Objectives and Consolidated Plan can be made available to the public upon written request.

BEAVER COUNTY BOARD OF COMMISSIONERS  
Tony Amadio, Chairman  
Joe Spanik, Commissioner  
Charles A. Camp, Commissioner

COMMUNITY DEVELOPMENT PROGRAM OF BEAVER COUNTY



May 15, 2009

**Board of Commissioners**

Tony Amadio, Chairman

Joe Spanik

Charles A. Camp

U.S. Dept. of Housing and Urban Development  
Office of Special Needs Assistance Programs  
Robert C. Weaver Building  
451 Seventh Street, SW  
Room 7262  
Washington, DC 20410  
ATTN: HPRP

COMMUNITY DEVELOPMENT  
PROGRAM OF  
BEAVER COUNTY

1013 Eighth Avenue  
Beaver Falls, PA 15010

RE: Submittal of Substantial Amendment

724-847-3889

800-339-0984

To Whom It May Concern:

724-847-3861 FAX

www.cdbg.info

Please accept the enclosed submission for amendment to the Consolidated Plan for the County of Beaver, PA.

Enclosed are the following documents, as required:

- A signed and dated SF-424
- A completed form HUD-40119
- Signed and dated certifications

Should you have any questions, please contact me at 724-847-3889, Ext. 13.

Sincerely,

Lisa E. Signore  
Director

cc: John E. Tolbert, III, Director, CPD, Pgh. Region

**Application for Federal Assistance SF-424**

Version 02

<b>*1. Type of Submission:</b> <input type="checkbox"/> Preapplication* <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>*2. Type of Application</b> * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<b>*Other (Specify)</b> _____
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3. Date Received: \_\_\_\_\_ 4. Applicant Identifier: \_\_\_\_\_

5a. Federal Entity Identifier: PA 429007 Beaver County	5b. Federal Award Identifier:
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**State Use Only:**

6. Date Received by State:	7. State Application Identifier:
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**8. APPLICANT INFORMATION:**

\*a. Legal Name: Beaver County

*b. Employer/Taxpayer Identification Number (EIN/TIN): 25-6001019	*c. Organizational DUNS: 068 754 019
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**d. Address:**

\*Street 1: 1013 Eighth Avenue  
Street 2: \_\_\_\_\_  
City: Beaver Falls  
County: Beaver  
\*State: PA  
Province: \_\_\_\_\_  
\*Country: USA  
\*Zip / Postal Code 15010

**e. Organizational Unit:**

Department Name: Community Development Program of Beaver County	Division Name:
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**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix: \_\_\_\_\_ \*First Name: Lisa  
Middle Name: E.  
\*Last Name: Signore  
Suffix: \_\_\_\_\_

Title: Director

Organizational Affiliation:  
Department of Beaver County

\*Telephone Number: 724-847-3889 Fax Number: 724-847-3861

\*Email: lsignore@beavercountypa.gov

**Application for Federal Assistance SF-424**

Version 02

7. Type of Applicant 1: Select Applicant Type:

3. County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

\*10 Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.257

CFDA Title:

Homeless Prevention and Rapid Re-Housing Program (HPRP)

\*12 Funding Opportunity Number:

Title:

Homeless Prevention and Rapid Re-Housing Program (HPRP)

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Beaver County, Pa

\*15. Descriptive Title of Applicant's Project:

Beaver County, PA Homeless Prevention and Rapid Re-Housing Program

**Application for Federal Assistance SF-424**

Version 02

**6. Congressional Districts Of:**

\*a. Applicant: 4 and 18

\*b. Program/Project: 4 and 18

**17. Proposed Project:**

\*a. Start Date: 9/30/2009

\*b. End Date: 9/30/2012

**18. Estimated Funding (\$):**

*a. Federal	<u>1,596,717</u>
*b. Applicant	_____
*c. State	_____
*d. Local	_____
*e. Other	_____
*f. Program Income	_____
*g. TOTAL	<u>1,596,717</u>

**\*19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E. O. 12372

**\*20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)**

Yes  No

21. \*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)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions

**Authorized Representative:**

Prefix: Commissioner \*First Name: Tony

Middle Name: \_\_\_\_\_

\*Last Name: Amadio

Suffix: \_\_\_\_\_

\*Title: Chairman, Board of County Commissioners

\*Telephone Number: 724-728-5700 Fax Number: \_\_\_\_\_

\* Email: tamadio@beavercountypa.gov

\*Signature of Authorized Representative: Tony Amadio

\*Date Signed: 5/14/2009

**Application for Federal Assistance SF-424**

Version 02

**Applicant Federal Debt Delinquency Explanation**

The following should contain an explanation if the Applicant organization is delinquent of any Federal Debt.

## **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](http://www.hudhre.info)). This site will be regularly updated to include HPRP resources developed by HUD and its technical assistance providers.

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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**

<b>Grantee Name</b>	County of Beaver
<b>Name of Entity or Department Administering Funds</b>	Community Development Program
<b>HPRP Contact Person</b> (person to answer questions about this amendment and HPRP)	Lisa E. Signore
<b>Title</b>	Director
<b>Address Line 1</b>	1013 Eighth Avenue
<b>Address Line 2</b>	
<b>City, State, Zip Code</b>	Beaver Falls, PA 15010
<b>Telephone</b>	724-843-2343
<b>Fax</b>	724-847-3861
<b>Email Address</b>	<a href="mailto:lsignore@beavercountypa.gov">lsignore@beavercountypa.gov</a>
<b>Authorized Official</b> (if different from Contact Person)	Tony Amadio
<b>Title</b>	Chairman, Board of Commissioners
<b>Address Line 1</b>	800 Third Street
<b>Address Line 2</b>	
<b>City, State, Zip Code</b>	Beaver, PA 15009
<b>Telephone</b>	724-728-5700
<b>Fax</b>	
<b>Email Address</b>	<a href="mailto:tamadio@beavercountypa.gov">tamadio@beavercountypa.gov</a>
<b>Web Address where this Form is Posted</b>	<a href="http://www.cdbg.info">www.cdbg.info</a>

<b>Amount Grantee is Eligible to Receive*</b>	<b>\$1,596,717</b>
<b>Amount Grantee is Requesting</b>	<b>\$1,596,717</b>

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

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

**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: On April 22, 2009, a notice of amendment to Program Year 2008 was published in the Beaver County Times, Allegheny Times and Ellwood City Times. The duration of the comment period was 12 days. The amendment was approved by the County Board of Commissioners at a public meeting held on May 14, 2009. The HPRP was also included in a public needs hearing held on May 4, 2009.*

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: 24 representatives from municipalities, agencies and the community were present at the public needs hearing. All comments were accepted. The following (as documented in the meeting minutes) is a summary of comments regarding homeless needs and concerns:*

- *A.L., Freedom Borough Council, suggested that the stimulus monies be used for housing for people who come out of jail and want to start over. She suggested having more than just one area for such housing.*
- *G.T., Help Yourself House/Premier Properties Unlimited, explained her background in managing buildings and real estate. She owns apartment buildings for low income coming out of bad situations and wants to put them in better areas. She stated a non-profit and wants funding for housing which would be single-room living for low-income people. She currently owns a hotel that could be converted to a single-room living facility and anyone willing to work can live there and pay what they can.*
- *N.M. invited G.T. to join the Beaver County Housing and Homeless Coalition and talked about this year's Point-in-Time Survey and the street outreach. N.M. agreed that single-room living is a need for both women and men. She also mentioned that there exists a real need for cooperation between landlords and those assisting people with locating suitable housing.*

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

- *J.M., Director of the Women's Center of Beaver County, wants funding for additional shelter for homeless and emergency homeless. She presented statistics on the number of women and children who are using their services. There were 3 women in attendance who are currently receiving shelter and services from the Women's Center. Each spoke the circumstances surrounding her homelessness and praised the Women's Center for the help that was provided.*
- *L.K., Coordinator, Help House, would like funds to provide on-site help to connect women with childcare, transportation and other support services that will not be available through the HPRP funding.*
- *C.D., Director of the Housing Authority of the County of Beaver, stated that funds should be put aside for supportive services. He also suggested that the stimulus funds be used toward Tenant Based Rental Assistance for young adults "aging out" of foster care and other placements.*

**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: *Currently funded agencies*)

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

*Response: Requests for proposals will be advertised for the services of a Housing Locator and a HPRP case manager. The proposals will be evaluated by the staff of the Community Development Program and the Housing and Homeless Coordinator of Beaver County and scored on the basis of the respondent's ability to provide the necessary services. Recommend for award will be made to the County Board of Commissioners and the contract will be executed through resolution at a public meeting. Other memorandums of understanding will be negotiated with agencies that have existing contracts for homeless and homeless supportive services. These agencies have proven their capacity for providing services in the areas of homeless housing, permanent housing, rental assistance, HMIS, legal aid services, rehabilitation services, employment services, consumer services and others that relate to self-sufficiency and housing stability.*

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

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: The County will initiate its plan well in advance of the September 30, 2009 funding release. The Housing and Homeless Coalition of Beaver County meets monthly and includes the plan for utilization of these funds as a regular agenda item. The lead agency has been identified as the Community Development Program, with coordination provided by the Housing and Homeless Coordinator. RFP's for the Housing Locator and the HPRP Case Manager will be advertised during the month of June, with a submission date in early August. In June, agencies will be asked to submit workplans for the services that have been identified by the collaborative team of the Community Development Program, the Housing and Homeless Coordinator and the Housing and Homeless Coalition. The memorandums of understanding for the agencies will be prepared for immediate execution upon release of the funding.*

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: Subcontractors and consultants will be required to submit monthly requests for payment through reimbursement. Each invoice must contain a detailed report of activity, along with justifications for expenditure, that must be accepted prior to payment. The County's Community Services and Housing Coordinator (a staff member of the Community Development Program) will conduct periodic monitoring visits in accordance with the program's existing subrecipient monitoring policy that has been accepted by HUD. The Housing Locator and the HPRP Case Manager will submit invoices and reports to the Housing and Homeless Coordinator for approval and recommendation of payment to the County.*

**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: The County of Beaver has excellent systems of collaboration among public and private social services networks. The Community Development Program intends to work cooperatively with the Housing Authority of the County of Beaver, Beaver County Job Training and Career Link, the Transit Authority of Beaver County, the 15 local public school districts, the County Court of Common Pleas, the Redevelopment Authority, that will be recipients of funds under the American*

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

*Recovery and Reinvestment Act of 2009. The Community Development Program is the identified administrative agency for CDBG, HOME, ESG, CSBG, HAP, PAHP and Work Ready programs. As such, this office will continue to work with those agencies that administer public housing funds, weatherization funds, job training and education so that connections are made and assistance is provided to the individuals and families that are served through the HPRP.*

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:

*The Housing and Homeless Coalition of Beaver County serves as the County's Continuum of Care organization. Members of the Community Development Program staff serve as board members of this group. Other members include representatives of the following agencies:*

- *Housing Authority of the County of Beaver County*
- *Gateway Rehabilitation (Drug and Alcohol)*
- *Beaver County Behavioral Health*
- *Beaver County Children and Youth Services*
- *Southwestern PA AIDS Planning Coalition*
- *Prevention Network of Beaver County*
- *Supportive Services and Harbor Point Housing (Homeless, Housing and MH/D&A)*
- *Beaver County Community Housing and Development Organization*
- *Habitat for Humanity of Beaver County*
- *CONTACT Beaver Valley (Homeless and Crisis Hotline)*
- *Women's Center of Beaver County*
- *Beaver County Public Assistance Office*
- *Salvation Army*
- *Neighborhood Legal Services*
- *Franklin Center of Beaver County (Homeless Assistance and Outreach and Referral)*

*This group is instrumental in providing expertise, guidance, provision of services to the causes of poverty and homelessness. The County will continue to be an active member of the Coalition. The members of this vast social services network contributes valuable resources to ensuring connections amongst themselves and the mainstream capital.*

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).

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

*Response: It is the responsibility of the Community Development Program to construct the County's 5-Year Consolidated Plan and Annual Action Plans. As a federal urban entitlement and the County's designated Community Action Agency, Beaver County is responsible for coordinating community and economic development activities, as well as housing and social services. The plan includes projections for the utilization of CDBG, HOME, ESG, Section 108 Loan Guarantees, CSBG, HAP, Work Ready, PA Accessible Housing Program (PAHP), PA Housing and Redevelopment funds and other competitive grants and PA Act 137 Affordable Housing Program.*

*Homeless prevention and homeless housing and supportive services are a key component of this agency's mission to help maintain and re-produce healthy communities. The addition of the HPRP funding will enhance our efforts in drastically reducing the existence and the potential of homeless among our vulnerable population, especially in light of the current economic challenges.*

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

**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.

<b>HPRP Estimated Budget Summary</b>			
	<b>Homelessness Prevention</b>	<b>Rapid Re-housing</b>	<b>Total Amount Budgeted</b>
Financial Assistance <sup>1</sup>	\$ 885,000	\$ 225,000	\$1, 110,000
Housing Relocation and Stabilization Services <sup>2</sup>	\$ 278,400	\$ 69,600	\$ 348,000
<b>Subtotal</b> (add previous two rows)	<b>\$ 1,163,400</b>	<b>\$ 294,600</b>	<b>\$ 1,458,000</b>

Data Collection and Evaluation <sup>3</sup>	\$ 60,000
Administration (up to 5% of allocation)	\$ 78,717
<b>Total HPRP Amount Budgeted<sup>4</sup></b>	<b>\$ 1,596,717</b>

<sup>1</sup>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.

<sup>2</sup>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.

<sup>3</sup>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.

<sup>4</sup>This amount must match the amount entered in the cell on the table in Section A titled "Amount Grantee is Requesting."

**Substantial Amendment to the Consolidated Plan 2008 Action Plan for the  
Homelessness Prevention and Rapid Re-Housing Program (HPRP)**

**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)

<u>X Tom Cuneo</u>	<u>5-14-09</u>
Signature/Authorized Official	Date
<u>Chairman, Board of Commissioners</u>	
Title	

## Homelessness Prevention and Rapid Re-Housing Program (HPRP) Certifications

The HPRP Grantee certifies that:

**Consolidated Plan** – It is following a current HUD-approved Consolidated Plan or CHAS.

**Consistency with Plan** – The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

**Confidentiality** – It will develop and implement procedures to ensure:

- (1) The confidentiality of records pertaining to any individual provided with assistance; and
- (2) That the address or location of any assisted housing will not be made public, except to the extent that this prohibition contradicts a preexisting privacy policy of the grantee.

**Discharge Policy** – A certification that the State or jurisdiction has established a policy for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons.

**HMIS** – It will comply with HUD's standards for participation in a local Homeless Management Information System and the collection and reporting of client-level information.

X Tony Amadio

Signature/Authorized Official

5-14-09

Date

Chairman, Board of County Commissioners

Title

## GENERAL CERTIFICATIONS FOR STATE OR LOCAL GOVERNMENT FOR THE HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the state, territory, or local government certifies that:

**Affirmatively Further Fair Housing** -- The state, territory, or local government will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction or state, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Drug-Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about:
  - (a) The dangers of drug abuse in the workplace;
  - (b) The grantee's policy of maintaining a drug-free workplace;
  - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
  - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - (a) Abide by the terms of the statement; and
  - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
  - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, state, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the state, territory, or local government's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraphs 1 and 2 of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Local Government, State, or Territory** -- The submission of the consolidated plan is authorized under state law and local law (as applicable) and the jurisdiction or state possesses the legal authority to carry out the programs under the consolidated plan for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with Plan** -- The housing activities to be undertaken with HPRP funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

X Tommy Amador  
Signature/Authorized Official

5-14-09  
Date

Chairman, Board of County Commissioners  
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The Grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)  
 \_\_\_\_\_  
 BEAVER County - Countywide  
 \_\_\_\_\_

Check \_\_\_ if there are workplaces on file that are not identified here.

The certification with regard to the drug-free workplace is required by 24 CFR part 24, subpart F.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).