

Substantial Amendment to Cook County's 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). This site will be regularly updated to include HPRP resources developed by HUD and its technical assistance providers.

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)

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A. General Information

Grantee Name	Cook County Board of Commissioners
Name of Entity or Department Administering Funds	Cook County Planning and Development
HPRP Contact Person (person to answer questions about this amendment and HPRP)	Gloria Mullons
Title	Planner
Address Line 1	69 W. Washington
Address Line 2	Suite 2900
City, State, Zip Code	Chicago, IL
Telephone	312-603-1006
Fax	312-603-9856
Email Address	gmullons@cookcountygov.com
Authorized Official (if different from Contact Person)	Todd H. Stroger
Title	President, Cook County Board of Commissioners
Address Line 1	Attention: Bruce Washington & Maurice S. Jones
Address Line 2	69 W. Washington, Floor 29
City, State, Zip Code	Chicago, IL 60602
Telephone	312-603-1073
Fax	312-603-9732
Email Address	mrjones@cookcountygov.com
Web Address where this Form is Posted	www.co.cook.il.us

Amount Grantee is Eligible to Receive*	\$4,121,046
Amount Grantee is Requesting	\$4,121,046

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

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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: Notice will be made available to encourage participation from citizens of suburban Cook County via Cook County's website. Cook County will also post Notice in the Chicago Sun-Times newspaper to be published for general circulation throughout Cook County and the State of Illinois in said newspapers. Cook County will also make the Notice available for public review and comment in the following public libraries: Arlington Heights Public Library, Barrington Area Library, Bellwood Public Library, Berwyn Public Library, LaGrange Public Library, LaGrange Park Public Library, Lemont Public Library, Matteson Public Library, Midlothian Public Library, Oak Park Public Library, Orland Park Public Library, Park Ridge Public Library, South Holland Public Library and the Winnetka Public Library.

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.

Cook County will make notations to this section, when the information becomes available.

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: **Cook County will summarize the information as it becomes available.**

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.

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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: Direct Allocation)

See #3. below for further explanation.

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

Response: Cook County intends to make grant awards to subrecipients through an RFP Process. However, Cook County also reserves the right to make direct grants to current subrecipients of ESG, CDBG and or HOME funds, independent of and outside of the RFP process.

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: Cook County will use an RFP process for the purposes of identifying and selecting subrecipients. Cook County may elect to award funds directly to one or more of Cook County existing subgrantees, independent of the RFP Process. Additionally, Cook County may utilize a portion of the HPRP funds to administer one or more of the eligible activities in-house. Cook County plans to have all subrecipient agreements executed by September 18, 2009.

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: With the exception of the five percent (5%) reservation of administrative costs, Cook County plans to provide grants to subrecipients for the remaining portion of the HPRP grant funds. Notwithstanding foregoing provision, Cook County reserves the right to perform one or more of the eligible activities in-house. Cook County has traditionally funded subrecipients through its Emergency Shelter Grants Program and the CDBG. Cook County believes that it has an adequate pool of agencies and other resources within Cook County to discuss use of the HPRP grant funds. Cook County plans to have various meetings with existing and potential partners throughout the County, to ensure effective and timely use of the HPRP grant funds. Cook County has also taken steps towards creating a centralized communications network, to help connect subrecipients and Program beneficiaries with HPRP grant funds. Cook County will designate both

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administrative and accounting staff to oversee and monitor the administration and use of its own HPRP funds. Additionally, Cook County, plans to integrate the HPRP into its existing process, which includes a data base management system to monitor Program activity and reporting.

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: Cook County will continue to work with the homelessness prevention community, other participating jurisdictions as well as other local agencies to ensure an effective use of the grant funds. Cook County has been in discussions with the legal community, the Continuum(s) of Care, and other grantees. Cook County has been strategizing with these groups for the best use of the HPRP grant funds. Additionally, Cook County's Department of Planning and Development has been working with other intergovernmental agencies of Cook County (i.e., the President's Office of Employment and Training, etc.). Through these internal and external collaborations, we will be able to maximize the use of the HPRP grant funds and avoid duplication of services. A key issue that continues to surface around homelessness prevention is the need to have a centralized method of communication to facilitate the flow of information and services to Program beneficiaries. Cook County believes that a Homelessness Prevention Call Center will address this need. Cook County plans to utilize a portion of the HPRP funds to establish a Call Center for homelessness prevention within the five regional areas of suburban Cook County. The Program will benefit eligible HPRP beneficiaries. Call Center workers will be able to quickly assess the needs of Program beneficiaries, make referrals and transfer calls to the appropriate agencies (governmental, non-profit, etc.). Through a centralized point of communication, Cook County will enable the efficient channeling of resources to Program beneficiaries for the prevention of homelessness. Cook County plans to have the Call Center operational by October 15, 2009.

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: Cook County has and will participate in community discussions with the Continuum(s) of Care and mainstream resources regarding HPRP activities. Cook County has already begun a dialog with such groups. On March 23, 2009, members of the Cook County staff attended an initial HPRP meeting, hosted by the

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City of Chicago. The meeting, facilitated by HUD and the Corporation for Supportive Housing, included a discussion of the HPRP guidelines. On April 9, 2009, members of the Cook County staff attended a subsequent HPRP meeting. The meeting, hosted by the City of Berwyn, was attended by various non-profit groups, member of the Continuum(s) of Care, and other Entitlement community representatives. Cook County will build upon its existing relationships with the Continuum(s) of Care, and will work to link the existing homelessness prevention network with other community resources.

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).

Response: Cook County's Consolidated and Annual Action Plan identifies three key objectives: (1) to ensure decent and affordable housing; (2) to end homelessness in suburban Cook County; and (3) to establish and maintain a suitable living environment for its citizens and expand economic opportunities. Cook County will utilize the HPRP funds to expand existing services related to financial assistance and relocation/stabilization services. Cook County will be able to increase the level and types (rent, utilities, moving expenses, security deposits, storage fees, emergency shelter, etc.) of financial assistance to families, through subsidies. Additionally, Cook County will utilize the funds to provide grants to subrecipients in order to ensure that the necessary wraparound services are provided to Program beneficiaries. The additional funding will also be utilized to enable intensive case management, credit repair, legal assistance, mitigation, housing search and placement, outreach and engagement (including the creation of a rapid response system), as well as any other activity allowable under the 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.

HPRP Estimated Budget Summary			
	Homelessness Prevention	Rapid Re-housing	Total Amount Budgeted
Financial Assistance ¹	\$800,000	\$1,200,000	\$2,000,000
Housing Relocation and Stabilization Services ²	\$854,471	\$ 854,471	\$1,708,942
Subtotal	\$1,654,471	\$2,054,471	\$3,708,942

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(add previous two rows)			
Data Collection and Evaluation ³		\$ 206,052.00	
Administration (up to 5% of allocation)		\$ 206,052.00	
Total HPRP Amount Budgeted⁴		\$4,121,046.00	

¹Financial 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.

²Housing 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.

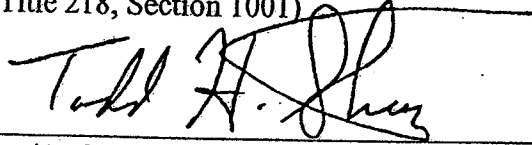
³Data collection and evaluation includes costs associated with operating HUD-approved homeless management information systems for purposes of collecting unduplicated counts of homeless persons and analyzing patterns of use of HPRP funds.

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

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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)



Signature/Authorized Official

Date

President of Cook County Board of Commissioners

Title