

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Community and Human Development

AGENDA DATE: December 20, 2011

CONTACT PERSON/PHONE: William Lilly/541-4643

DISTRICT(S) AFFECTED: All Districts

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Discussion and action on a request by El Paso Child Guidance Center to waive the deadline for the agency's submission of supporting documentation for its application for Community Development Block Grant (CDBG) Public Services funding for the 38th Year (2012-2013).

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

Under the 2012-2013 CDBG Policies and Procedures adopted by City Council on August 30, 2011, applicants for CDBG Public Service funds were required to submit a Letter of Intent packet, including various supporting documents by September 15, 2011. An audit meeting the requirements of the Single Audit Act was one of the required documents. A copy of the Letter of Intent is included as **Attachment A**. The required audit for El Paso Child Guidance Center was not ready for submission on September 15, 2011, and thus, the applicant submitted the audit with their application for funding on October 31, 2011, in hopes that City Council would allow their application to go forward in the funding process.

Under the Policies and Procedures adopted by City Council on August 30, 2011, the omission of required supporting documentation is not subject to appeal. The Director of El Paso Child Guidance Center has acknowledged that the audit was late, but feels his program is important to the community and has requested a hearing before City Council to ask for a waiver of the deadline. It's the recommendation of the Department of Community and Human Development that this request for waiver be denied, based on the fact that other organizations were not given the same opportunity and may have thereby lost the chance to apply for funding. **(All Districts)**

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

In the past, there have been occasions when Public Service agencies have made appeals/requests to City Council regarding funding or process issues. City Council has dealt with these matters on a case-by-case basis. It's been several years since such a request has been made.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

This is a request to be permitted to apply for funding. If the request for a waiver is granted, the project will be permitted to advance in the application process. If it's ultimately funded, it'll be funded through Community Development Block Grant funds.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ FINANCE: (if required) _____

DEPARTMENT HEAD: Anthony C. Shear for W. LITD
(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____



El Paso Child Guidance Center

Counseling for Children, Adults and Families

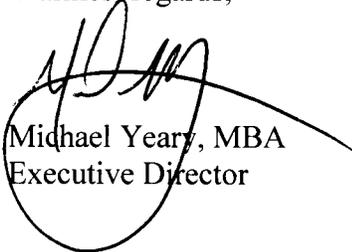
December 1, 2011

Mr. Bill Lilly, Director
Community and Human Development Department
Two Civic Center Plaza
City Hall, 8th Floor
El Paso, TX 79901-1196

Dear Bill,

The purpose of this letter is to request placement on the City Council agenda. The El Paso Child Guidance Center is requesting an extension to the deadline for the submission of the agency audit for the 38th Year CD Public Services Request for Proposals. If you have any questions or concerns regarding this letter please call me at 915-562-1999 or email me at myeary.epcgc@yahoo.com. Thank you for your time and attention.

Warmest regards,



Michael Yeary, MBA
Executive Director

Nationally Accredited by the Counsel on Accreditation for Children and Families
A United Way of El Paso County Community Partner

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