

Before Starting the Project Application

To ensure that the Project Application is completed accurately, ALL project applicants should review the following information BEFORE beginning the application.

Things to Remember:

- Additional training resources can be found on the HUD.gov at https://www.hud.gov/program_offices/comm_planning/coc.
- Questions regarding the FY 2021 CoC Program Competition process must be submitted to CoCNOFO@hud.gov.
- Questions related to e-snaps functionality (e.g., password lockout, access to user's application account, updating Applicant Profile) must be submitted to e-snaps@hud.gov.
- Project applicants are required to have a Data Universal Numbering System (DUNS) number and an active registration in the Central Contractor Registration (CCR)/System for Award Management (SAM) in order to apply for funding under the Fiscal Year (FY) 2021 Continuum of Care (CoC) Program Competition. For more information see FY 2021 CoC Program Competition NOFO.
- To ensure that applications are considered for funding, applicants should read all sections of the FY 2021 CoC Program NOFO.
- Detailed instructions can be found on the left menu within e-snaps. They contain more comprehensive instructions and so should be used in tandem with navigational guides, which are also found on the HUD Exchange.
- Before starting the project application, all project applicants must complete or update (as applicable) the Project Applicant Profile in e-snaps, particularly the Authorized Representative and Alternate Representative forms as HUD uses this information to contact you if additional information is required (e.g., allowable technical deficiency).
- Carefully review each question in the Project Application. Questions from previous competitions may have been changed or removed, or new questions may have been added, and information previously submitted may or may not be relevant. Data from the FY 2019 Project Application will be imported into the FY 2021 Project Application; however, applicants will be required to review all fields for accuracy and to update information that may have been adjusted through the post award process or a grant agreement amendment. Data entered in the post award and amendment forms in e-snaps will not be imported into the project application.
- Rental assistance projects can only request the number of units and unit size as approved in the final HUD-approved Grant Inventory Worksheet (GIW).
- Transitional housing, permanent supportive housing with leasing, rapid re-housing, supportive services only, renewing safe havens, and HMIS can only request the Annual Renewal Amount (ARA) that appears on the CoC's HUD-approved GIW. If the ARA is reduced through the CoC's reallocation process, the final project funding request must reflect the reduced amount listed on the CoC's reallocation forms.
- HUD reserves the right to reduce or reject any renewal project that fails to adhere to 24 CFR part 578 and the application requirements set forth in the FY 2021 CoC Program Competition NOFA.

1A. SF-424 Application Type

1. Type of Submission: Application

2. Type of Application: Renewal Project Application

If "Revision", select appropriate letter(s):

If "Other", specify:

3. Date Received: 10/13/2021

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier: WI0202

This is the first 6 digits of the Grant Number, known as the PIN, that will also be indicated on Screen 3A Project Detail. This number must match the first 6 digits of the grant number on the HUD approved Grant Inventory Worksheet (GIW).

Check to confirm that the Federal Award Identifier has been updated to reflect the most recently awarded grant number

6. Date Received by State:

7. State Application Identifier:

1B. SF-424 Legal Applicant

8. Applicant

a. Legal Name: Community Action, Inc. of Rock & Walworth Counties

b. Employer/Taxpayer Identification Number (EIN/TIN): 39-1052077

	c. Organizational DUNS:	076137975	PLUS 4	
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d. Address

Street 1: 20 Eclipse Center

Street 2:

City: Beloit

County: Rock

State: Wisconsin

Country: United States

Zip / Postal Code: 53511

e. Organizational Unit (optional)

Department Name: Community Programs

Division Name:

f. Name and contact information of person to be contacted on matters involving this application

Prefix: Mrs.

First Name: Elizabeth

Middle Name:

Last Name: Knapp-Spooner

Suffix:

Title: Community Programs Director

Organizational Affiliation: Community Action, Inc. of Rock & Walworth Counties

Telephone Number: (608) 313-1336

Extension:

Fax Number: (608) 480-2976

Email: eknapp@community-action.org

1C. SF-424 Application Details

9. Type of Applicant: M. Nonprofit with 501C3 IRS Status

10. Name of Federal Agency: Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Title: CoC Program

CFDA Number: 14.267

12. Funding Opportunity Number: FR-6500-N25

Title: Continuum of Care Homeless Assistance Competition

13. Competition Identification Number:

Title:

1D. SF-424 Congressional District(s)

14. Area(s) affected by the project (State(s) only): Wisconsin
(for multiple selections hold CTRL key)

15. Descriptive Title of Applicant's Project: CAI_RRH

16. Congressional District(s):

a. Applicant: WI-002, WI-001
(for multiple selections hold CTRL key)

b. Project: WI-002, WI-001
(for multiple selections hold CTRL key)

17. Proposed Project

a. Start Date: 01/01/2023

b. End Date: 12/31/2023

18. Estimated Funding (\$)

a. Federal:

b. Applicant:

c. State:

d. Local:

e. Other:

f. Program Income:

g. Total:

1E. SF-424 Compliance

19. Is the Application Subject to Review By State Executive Order 12372 Process? b. Program is subject to E.O. 12372 but has not been selected by the State for review.

If "YES", enter the date this application was made available to the State for review:

20. Is the Applicant delinquent on any Federal debt? No

If "YES," provide an explanation:

1F. SF-424 Declaration

By signing and submitting 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:

21. Authorized Representative

Prefix: Mr.

First Name: Marc

Middle Name:

Last Name: Perry

Suffix:

Title: Executive Director

Telephone Number: (608) 313-1338
(Format: 123-456-7890)

Fax Number: (608) 480-2976
(Format: 123-456-7890)

Email: mperry@community-action.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 10/13/2021

1G. HUD 2880

Applicant/Recipient Disclosure/Update Report - form HUD-2880
U.S. Department of Housing and Urban Development
OMB Approval No. 2506-0214 (exp.02/28/2022)

Applicant/Recipient Information

1. Applicant/Recipient Name, Address, and Phone

Agency Legal Name: Community Action, Inc. of Rock & Walworth Counties

Prefix: Mr.

First Name: Marc

Middle Name:

Last Name: Perry

Suffix:

Title: Executive Director

Organizational Affiliation: Community Action, Inc. of Rock & Walworth Counties

Telephone Number: (608) 313-1338

Extension:

Email: mperry@community-action.org

City: Beloit

County: Rock

State: Wisconsin

Country: United States

Zip/Postal Code: 53511

2. Employer ID Number (EIN): 39-1052077

3. HUD Program: Continuum of Care Program

4. Amount of HUD Assistance Requested/Received

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4a. Total Amount Requested for this project: \$481,305

5. State the name and location (street address, city and state) of the project or activity: CAI_RRH 20 Eclipse Center Beloit Wisconsin

Refer to project name, addresses and CoC Project Identifying Number (PIN) entered into the attached project application.

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? Yes
(For further information, see 24 CFR Sec. 4.3).

2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9. Yes

Part II Other Government Assistance Provided or Requested/Expected Sources and Use of Funds

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/Local Agency Name and Address	Type of Assistance	Amount Requested / Provided	Expected Uses of the Funds
Community Action Inc. of Rock and Walworth Counties	PH	\$229,148.00	Leasing and supportive services
Community Action Inc. of Rock and Walworth Counties	RRH	481305.0	Rental assistance and supportive services
NA	NA	\$0.00	NA
NA	NA	\$0.00	NA
NA	NA	\$0.00	NA

Part III Interested Parties

You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation	Financial Interest in Project/Activity (\$)	Financial Interest in Project/Activity (%)
NA		NA	\$0.00	0%
NA		NA	\$0.00	0%
NA		NA	\$0.00	0%
NA		NA	\$0.00	0%
NA		NA	\$0.00	0%

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional nondisclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that the information provided on this form and in any accompanying documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.

I AGREE:

Name / Title of Authorized Official: Marc Perry, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 10/12/2021

1H. HUD 50070

HUD 50070 Certification for a Drug Free Workplace

Applicant Name: Community Action, Inc. of Rock & Walworth Counties

Program/Activity Receiving Federal Grant Funding: CoC Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:	
a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.	e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) 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;
b. Establishing an on-going drug-free awareness program to inform employees --- (1) The dangers of drug abuse in the workplace (2) The Applicant's policy of maintaining a drug-free workplace; (3) Any available drug counseling, rehabilitation, and employee assistance programs; and (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.	f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --- (1) 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 (2) 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;
c. 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 a.;	g. Making a good faith effort to continue to maintain a drugfree workplace through implementation of paragraphs a. thru f.
d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will --- (1) Abide by the terms of the statement; and (2) 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;	

Sites for Work Performance.

The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Workplaces, including addresses, entered in the attached project application.

Refer to addresses entered into the attached project application.

I certify that the information provided on this form and in any accompanying

X

documentation is true and accurate. I acknowledge that making, presenting, submitting, or causing to be submitted a false, fictitious, or fraudulent statement, representation, or certification may result in criminal, civil, and/or administrative sanctions, including fines, penalties, and imprisonment.



WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012; 31 U.S.C. §3729, 3802)

Authorized Representative

Prefix: Mr.

First Name: Marc

Middle Name

Last Name: Perry

Suffix:

Title: Executive Director

Telephone Number: (608) 313-1338
(Format: 123-456-7890)

Fax Number: (608) 480-2976
(Format: 123-456-7890)

Email: mperry@community-action.org

Signature of Authorized Representative: Considered signed upon submission in e-snaps.

Date Signed: 10/13/2021

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an 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, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language 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. 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.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate:

X

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)

Applicant's Organization: Community Action, Inc. of Rock & Walworth Counties

Name / Title of Authorized Official: Marc Perry, Executive Director

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 10/13/2021

1J. SF-LLL

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352.

Approved by OMB0348-0046

HUD requires a new SF-LLL submitted with each annual CoC competition and completing this screen fulfills this requirement.

Answer "Yes" if your organization is engaged in lobbying associated with the CoC Program and answer the questions as they appear next on this screen. The requirement related to lobbying as explained in the SF-LLL instructions states: "The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action."

Answer "No" if your organization is NOT engaged in lobbying.

Does the recipient or subrecipient of this CoC grant participate in federal lobbying activities (lobbying a federal administration or congress) in connection with the CoC Program? No

Legal Name: Community Action, Inc. of Rock & Walworth Counties

Street 1: 20 Eclipse Center

Street 2:

City: Beloit

County: Rock

State: Wisconsin

Country: United States

Zip / Postal Code: 53511

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I certify that this information is true and

complete.

Authorized Representative

Prefix: Mr.

First Name: Marc

Middle Name:

Last Name: Perry

Suffix:

Title: Executive Director

Telephone Number: (608) 313-1338
(Format: 123-456-7890)

Fax Number: (608) 480-2976
(Format: 123-456-7890)

Email: mperry@community-action.org

Signature of Authorized Official: Considered signed upon submission in e-snaps.

Date Signed: 10/13/2021

IK. SF-424B

(SF-424B) ASSURANCES - NON-CONSTRUCTION PROGRAMS

OMB Number: 4040-0007
Expiration Date: 02/28/2022

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

- | | |
|-----------|---|
| 1. | Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application. |
| 2. | Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives. |
| 3. | Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain. |
| 4. | Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency. |
| 5. | Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F). |
| 6. | Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism, (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application. |
| 7. | Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases. |

- 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
- 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
- 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
- 19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

As the duly authorized representative of the applicant, I certify:

Authorized Representative for: Community Action, Inc. of Rock & Walworth Counties

Prefix: Mr.

First Name: Marc

Middle Name:

Last Name: Perry

Suffix:

Title: Executive Director

Signature of Authorized Certifying Official: Considered signed upon submission in e-snaps.

Date Signed: 10/13/2021

Information About Submission without Changes

Follow the instructions below making note of the exceptions and limitations to the “Submit Without Changes” process.

In general, HUD expects a project’s proposed project application information will remain the same from year-to-year unless changes are directed by HUD or approved through the grant agreement amendment process. However, HUD expects applicants to carefully review their information to determine if submitting without changes accurately reflects the expiring grant requesting renewal.

Due to e-snaps limitations, only previously submitted renewal applications can import data into the FY 2021 renewal project application. The data from previously submitted new and renewal project applications can be imported into a FY 2021 renewal project application. The “Submit without Changes” process is not applicable for:

- first time renewing project applications
- a project application that did not import last FY 2019 information
- a project that had Issues or Conditions that were addressed in FY 2019 Post-Award and updates need to be reflected in the FY 2021 project application
- a project that had amendments approved in FY 2019 or FY 2020 that need to be reflected in the FY 2021 project application

e-snaps will automatically be set to “Make Changes” and all questions on each screen must be updated.

Renewal projects that brought forward data from FY 2019 and have either a Leasing budget, Operating budget or use HUD PAID RENTS (Actual Rents) instead of FMR MAY NOT use the “Submit Without Changes” process and e-snaps will automatically be set to “Make Changes”. All Leasing and Operating budgets, along with Rental Assistance budgets that use HUD PAID Rent will need to be updated in the application. Refer to the GIW posted on the HUD Exchange for accurate budget information on leasing and operating budgets and refer to the HUD PAID RENT document sent by your field office from HUD HQ to accurately set your rental assistance budgets that use HUD PAID rents. This will only impact the FY 2021 competition.

The e-snaps screens that remain “open” for required annual updates and do not affect applicants’ ability to select “Submit without Changes” are:

- Recipient Performance Screen
- Consolidation and Expansion
- Screen 3A. Project Detail
- Screen 6D. Sources of Match
- All of Part 7: Attachments and Certification; and
- All of Part 8: Submission Summary.

All other screens in Part 2 through Part 6 begin in “Read-Only” format and should be reviewed for accuracy; including any updates that were made to the 2019 or 2020 project during the CoC Post Award Issues and Conditions process or as amended. If all the imported data is accurate and no edits or updates are needed to any screens other than the mandatory screens and questions noted above, project applicants should select “Submit Without Changes” in Part 8. If project applicants imported data and do need to make updates to the information on one or more screens, they must navigate to Part 8: “Submission Without Changes” Screen, select “Make Changes”, and check the box next to each relevant screen title to unlock screens for editing. After project applicants select the screens they intend to edit via checkboxes, click “Save” and those screens will be available for edit. Once a project applicant selects a checkbox and clicks “Save”, the project applicant cannot uncheck the box.

Please refer to the Detailed Instructions found on the left side menu of e-snaps or hud.gov to find more in depth information about applying under the FY 2021 CoC Competition.

Submission Without Changes

1. Are the requested renewal funds reduced from the previous award due to reallocation? No

2. Do you wish to submit this application without making changes? Please refer to the guidelines below to inform you of the requirements. Make changes

3. Specify which screens require changes by clicking the checkbox next to the name and then clicking the Save button.

Part 2 - Subrecipient Information	
2A. Subrecipients	<input type="checkbox"/>
Part 3 - Project Information	
3A. Project Detail	<input checked="" type="checkbox"/>
3B. Description	<input checked="" type="checkbox"/>
Part 4 - Housing Services and HMIS	
4A. Services	<input checked="" type="checkbox"/>
4B. Housing Type	<input type="checkbox"/>
Part 5 - Participants and Outreach Information	
5A. Households	<input type="checkbox"/>
5B. Subpopulations	<input type="checkbox"/>
Part 6 - Budget Information	
6A. Funding Request	<input checked="" type="checkbox"/>
6C. Rental Assistance	<input checked="" type="checkbox"/>
6D. Match	<input checked="" type="checkbox"/>
6E. Summary Budget	<input checked="" type="checkbox"/>
Part 7 - Attachment(s) & Certification	

7A. Attachment(s)	<input checked="" type="checkbox"/>
7B. Certification	<input checked="" type="checkbox"/>

You have selected "Make Changes" to question #2 above. Provide a brief description of the changes that will be made to the project information screens (bullets are appropriate):

- Update project detail and description
- Update budget
- Update supportive services

You have selected "Make Changes." Once this screen is saved, you will be prohibited from "unchecking" any box that has been checked regardless of whether a change to data on the corresponding screen will be made.

Recipient Performance

1. Did you submit your previous year's Annual Performance Report (APR) on time? Yes

2. Do you have any unresolved HUD Monitoring or OIG Audit finding(s) concerning any previous grant term related to this renewal project request? No

3. Do you draw funds quarterly for your current renewal project? Yes

4. Have any funds remained available for recapture by HUD for the most recently expired grant term related to this renewal project request? Yes

4a. If HUD recaptured funds provide an explanation.

Rapid Re-Housing was unable to spend a small portion of the grant. A reason for this is we were anticipating households being able to secure housing within a month of receiving the program, but it took many of the households longer to secure appropriate housing.

Renewal Grant Consolidation or Renewal Grant Expansion

The FY2021 CoC Competition will continue offering opportunities to expand or consolidate CoC projects. A few changes have occurred that differentiate the process from FY 2019.

1. Expansions and Consolidations will submit individual applications.
 - a. Expansions will ONLY submit a Stand-Alone Renewal application and a Stand-Alone New application.
 - b. Consolidations will ONLY submit individual renewal project applications, identifying the renewal application that will survive, and the renewal applications that will terminate. Up to 10 grants may be included in a consolidation.

2. HUD HQ will combine the data (e.g., units, budgets) for Expansion or Consolidation requests from the individual project applications selected for conditional award and provide a data report with further instructions for the field office and conditional recipient.

1. Is this renewal project application No requesting to consolidate or expand?

If "No" click on "Next" or "Save & Next" below to move to the next screen.

2A. Project Subrecipients

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

This form lists the subrecipient organization(s) for the project. To add a subrecipient, select the  icon. To view or update subrecipient information already listed, select the view  option.

Total Expected Sub-Awards: \$0

Organization	Type	Sub-Award Amount
This list contains no items		

3A. Project Detail

1. Expiring Grant Project Identification Number (PIN): WI0202

(e.g., the "Federal Award Identifier" indicated on form 1A. Application Type)

2. CoC Number and Name: WI-500 - Wisconsin Balance of State CoC

3. CoC Collaborative Applicant Name: Wisconsin Balance of State Continuum of Care, Inc.

4. Project Name: CAI_RRH

5. Project Status: Standard

6. Component Type: PH

6a. Select the type of PH project. RRH

7. Is your organization, or subrecipient, a victim service provider defined in 24 CFR 578.3? No

3B. Project Description

1. Provide a description that addresses the entire scope of the proposed project.

The CAI Rock-Walworth Rapid Re-Housing Program will provide up to 24 months of rental assistance, case management and supportive services to single adults (20%) and families (80%) who are currently experiencing Category 1 homelessness as defined by HUD and prioritized using the Balance of State prioritization list for singles and families and the non-wisp list. Utilizing a housing first philosophy, Community Action proposes offering 15 scattered site rental units in Rock County and another 15 scattered site rental units in Walworth County. The objective of our rapid rehousing program will be to exit homeless individuals and families into sustainable permanent housing as quickly as possible. CAI will utilize the Balance of State Coordinated Entry Prioritization system when enrolling into its Rapid Re-Housing Program. No one will be denied or screened out of services because of evictions, poor rental history, credit or criminal background. As opening/s become available, those prioritized will be contacted to update homeless status. If still literally homeless they will be offered RRH, scheduled to meet with a case manager to verify and confirm homeless eligibility and guided through the enrollment process that includes finding a housing unit that is appropriate for household size and meets fair market rent / rent reasonableness standards. Each individual/household enrolled will have 30 days to locate a unit that meets required standards. Once a unit has been identified, landlord is in agreement with program requirements and unit passes the Housing Quality Standards Inspection the participant may proceed with a lease signing directly with the landlord. The program will pay security deposit and up to 100% of the participants monthly rent as determined by the household’s adjusted gross monthly income. At a minimum, case management services will be offered on a bi weekly basis and a client centered housing stabilization plan will be established. Additional supportive services offered may include; education services, employment assistance, life skills, transportation and child care. Every effort will be made to provide each participating household with the information, resources and access to mainstream benefits that may be available to them. Program Outcome goals include: 75% of participants exit the program to permanent housing, 30% increase earned income and 35% increase other income. CoC funding is necessary for CAI to serve the homeless population in our communities as we work to reach the HUD and CoC goal of eliminating homelessness. Funds will provide medium-term rental assistance, case management and other needed supportive services on an individual basis to stabilize housing for participants.

2. Check the appropriate box(s) if this project will have a specific subpopulation focus. (Select all that apply)

N/A - Project Serves All Subpopulations	<input type="checkbox"/>	Domestic Violence	<input type="checkbox"/>
Veterans	<input type="checkbox"/>	Substance Abuse	<input type="checkbox"/>
Youth (under 25)	<input type="checkbox"/>	Mental Illness	<input type="checkbox"/>
Families with Children	<input type="checkbox"/>	HIV/AIDS	<input type="checkbox"/>

Chronic Homeless	<input type="checkbox"/>
Other(Click 'Save' to update)	<input type="checkbox"/>

3. Housing First

3a. Does the project quickly move participants into permanent housing Yes

3b. Does the project enroll program participants who have the following barriers? Select all that apply.

Having too little or little income	<input checked="" type="checkbox"/>
Active or history of substance use	<input checked="" type="checkbox"/>
Having a criminal record with exceptions for state-mandated restrictions	<input checked="" type="checkbox"/>
History of victimization (e.g. domestic violence, sexual assault, childhood abuse)	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

3c. Will the project prevent program participant termination for the following reasons? Select all that apply.

Failure to participate in supportive services	<input checked="" type="checkbox"/>
Failure to make progress on a service plan	<input checked="" type="checkbox"/>
Loss of income or failure to improve income	<input checked="" type="checkbox"/>
Any other activity not covered in a lease agreement typically found for unassisted persons in the project's geographic area	<input checked="" type="checkbox"/>
None of the above	<input type="checkbox"/>

3d. Does the project follow a "Housing First" approach? Yes

4A. Supportive Services for Program Participants

**1. For all supportive services available to program participants, indicate who will provide them and how often they will be provided.
 Click 'Save' to update.**

Supportive Services	Provider	Frequency
Assessment of Service Needs	Applicant	Bi-weekly
Assistance with Moving Costs	Applicant	As needed
Case Management	Applicant	Bi-weekly
Child Care	Applicant	As needed
Education Services	Applicant	As needed
Employment Assistance and Job Training	Applicant	As needed
Food	Applicant	As needed
Housing Search and Counseling Services	Applicant	Bi-weekly
Legal Services	Partner	As needed
Life Skills Training	Applicant	As needed
Mental Health Services	Partner	As needed
Outpatient Health Services	Partner	As needed
Outreach Services	Applicant	As needed
Substance Abuse Treatment Services	Partner	As needed
Transportation	Applicant	As needed
Utility Deposits	Applicant	As needed

Identify whether the project includes the following activities:

2. Transportation assistance to program participants to attend mainstream benefit appointments, employee training, or jobs? Yes

3. Annual follow-up with program participants to ensure mainstream benefits are received and renewed? Yes

4. Do program participants have access to SSI/SSDI technical assistance provided by this project, subrecipient, or partner agency? Yes

4a. Has the staff person providing the technical assistance completed SOAR training in the past 24 months? No

4B. Housing Type and Location

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

The following list summarizes each housing site in the project. To add a housing site to the list, select the icon. To view or update a housing site already listed, select the icon.

Total Units: 30

Total Beds: 58

Housing Type	Housing Type (JOINT)	Units	Beds
Scattered-site apartments (...)	---	30	58

4B. Housing Type and Location Detail

1. Housing Type: Scattered-site apartments (including efficiencies)

2. Indicate the maximum number of units and beds available for program participants at the selected housing site.

a. Units: 30

b. Beds: 58

3. Address

Project applicants must enter an address for all proposed and existing properties. If the location is not yet known, enter the expected location of the housing units. For Scattered-site and Single-family home housing, or for projects that have units at multiple locations, project applicants should enter the address where the majority of beds will be located or where the majority of beds are located as of the application submission. Where the project uses tenant-based rental assistance in the RRH portion, or if the address for scattered-site or single-family homes housing cannot be identified at the time of application, enter the address for the project's administration office. Projects serving victims of domestic violence, including human trafficking, must use a PO Box or other anonymous address to ensure the safety of participants.

Street 1: 20 Eclipse Center

Street 2: 20 Eclipse Center

City: Beloit

State: Wisconsin

ZIP Code: 53511

**4. Select the geographic area(s) associated with the address:
(for multiple selections hold CTRL Key)**

550568 Beloit, 559127 Walworth County, 553224
Janesville, 559105 Rock County

5A. Program Participants - Households

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

Households	Households with at Least One Adult and One Child	Adult Households without Children	Households with Only Children	Total
Total Number of Households	24	6	0	30

Characteristics	Persons in Households with at Least One Adult and One Child	Adult Persons in Households without Children	Persons in Households with Only Children	Total
Persons over age 24	19	9		28
Persons ages 18-24	5	0		5
Accompanied Children under age 18	25		0	25
Unaccompanied Children under age 18			0	0
Total Persons	49	9	0	58

Click Save to automatically calculate totals

5B. Program Participants - Subpopulations

This screen is currently read only and only includes data from the previous grant. To make changes to this information, navigate to the Submission without Changes screen, select "Make Changes" in response to Question 2, and then check the box next each screen that requires a change to match the current grant agreement, as amended, or to account for a reallocation of funds.

Persons in Households with at Least One Adult and One Child

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24	0	0	1	2	0	8	10	3	2	5
Persons ages 18-24				1	0	0	2	0	0	2
Children under age 18	0			0	0	0	0	0	0	25
Total Persons	0	0	1	3	0	8	12	3	2	32

Click Save to automatically calculate totals

Persons in Households without Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Persons over age 24				1	0	1	2	1	0	4
Persons ages 18-24	0	0	0	0	0	0	0	0	0	0
Total Persons	0	0	0	1	0	1	2	1	0	4

Click Save to automatically calculate totals

Persons in Households with Only Children

Characteristics	CH (Not Veterans)	CH Veterans	Veterans (Not CH)	Chronic Substance Abuse	HIV/AIDS	Severely Mentally Ill	DV	Physical Disability	Developmental Disability	Persons Not Represented by a Listed Subpopulation
Accompanied Children under age 18										
Unaccompanied Children under age 18										

Total Persons	0			0	0	0	0	0	0	0
---------------	---	--	--	---	---	---	---	---	---	---

Describe the unlisted subpopulations referred to above:

This RRH program has zero barriers to entry and will have the ability to serve those who may be experiencing; chronic homelessness, substance abuse, physical, mental or developmental disability, is experiencing domestic violence, is a veteran and/or be a child who's parent/guardian is experiencing these challenges.

6A. Funding Request

1. Do any of the properties in this project have an active restrictive covenant? No

2. Was the original project awarded as either a Samaritan Bonus or Permanent Housing Bonus project? No

3. Does this project propose to allocate funds according to an indirect cost rate? Yes

Indirect cost rate proposals should be submitted as soon as the applicant is notified of a conditional award. Conditional award recipients will be asked to submit the proposal rate during the e-snaps post-award process.

Applicants with an approved indirect cost rate must submit a copy of the approval with this application.

a. Please complete the indirect cost rate schedule below:

Agency	Indirect Cost Rate	Direct Cost Base	Date approved or enter "NA" if using 10 % de minimis rate
US Department of Housing and Urban Development	12%		

The applicant must complete at least one row in the indirect cost rate schedule.

b. Has this rate been approved by your cognizant agency? Yes

c. Do you plan to use the 10% de minimis rate? No

4. Renewal Grant Term: This field is pre-populated with a one-year grant term and cannot be edited: 1 Year

5. Select the costs for which funding is requested:

- Rental Assistance
- Supportive Services

HMIS

6C. Rental Assistance Budget

The following list summarizes the rental assistance funding request for the total term of the project. To add information to the list, select the icon. To view or update information already listed, select the icon.

Total Request for Grant Term:		\$315,756	
Total Units:		30	
Type of Rental Assistance	FMR Area	Total Units Requested	Total Request
TRA	WI - Janesville-Beloit, WI MSA (55105...	15	\$154,920
TRA	WI - Walworth County, WI (5512799999)	15	\$160,836

Rental Assistance Budget Detail

Type of Rental Assistance: TRA

Metropolitan or non-metropolitan fair market rent area: WI - Janesville-Beloit, WI MSA (5510599999)

Does the applicant request rental assistance funding for less than the area's per unit size fair market rents? No

Size of Units	# of Units (Applicant)		FMR Area (Applicant)	HUD Paid Rent (Applicant)		12 Months		Total Request (Applicant)
SRO		x	\$488	\$488	x	12	=	\$0
0 Bedroom		x	\$651	\$651	x	12	=	\$0
1 Bedroom	3	x	\$656	\$656	x	12	=	\$23,616
2 Bedrooms	10	x	\$864	\$864	x	12	=	\$103,680
3 Bedrooms	2	x	\$1,151	\$1,151	x	12	=	\$27,624
4 Bedrooms		x	\$1,172	\$1,172	x	12	=	\$0
5 Bedrooms		x	\$1,348	\$1,348	x	12	=	\$0
6 Bedrooms		x	\$1,524	\$1,524	x	12	=	\$0
7 Bedrooms		x	\$1,699	\$1,699	x	12	=	\$0
8 Bedrooms		x	\$1,875	\$1,875	x	12	=	\$0
9 Bedrooms		x	\$2,051	\$2,051	x	12	=	\$0
Total Units and Annual Assistance Requested	15							\$154,920
Grant Term								1 Year
Total Request for Grant Term								\$154,920

Click the 'Save' button to automatically calculate totals.

Rental Assistance Budget Detail

Type of Rental Assistance: TRA

Metropolitan or non-metropolitan fair market rent area: WI - Walworth County, WI (5512799999)

Does the applicant request rental assistance funding for less than the area's per unit size fair market rents? No

Size of Units	# of Units (Applicant)		FMR Area (Applicant)	HUD Paid Rent (Applicant)		12 Months		Total Request (Applicant)
SRO		x	\$442	\$442	x	12	=	\$0
0 Bedroom		x	\$589	\$589	x	12	=	\$0
1 Bedroom	3	x	\$677	\$677	x	12	=	\$24,372
2 Bedrooms	10	x	\$892	\$892	x	12	=	\$107,040
3 Bedrooms	2	x	\$1,226	\$1,226	x	12	=	\$29,424
4 Bedrooms		x	\$1,379	\$1,379	x	12	=	\$0
5 Bedrooms		x	\$1,586	\$1,586	x	12	=	\$0
6 Bedrooms		x	\$1,793	\$1,793	x	12	=	\$0
7 Bedrooms		x	\$2,000	\$2,000	x	12	=	\$0
8 Bedrooms		x	\$2,206	\$2,206	x	12	=	\$0
9 Bedrooms		x	\$2,413	\$2,413	x	12	=	\$0
Total Units and Annual Assistance Requested	15							\$160,836
Grant Term								1 Year
Total Request for Grant Term								\$160,836

Click the 'Save' button to automatically calculate totals.

6D. Sources of Match

The following list summarizes the funds that will be used as Match for this project. To add a Match source to the list, select the icon. To view or update a Match source already listed, select the icon.

Summary for Match

Total Value of Cash Commitments:	\$120,326
Total Value of In-Kind Commitments:	\$0
Total Value of All Commitments:	\$120,326

**1. Will this project generate program income No
 described in 24 CFR 578.97 to use as Match
 for this project?**

Type	Source	Contributor	Value of Commitments
Cash	Private	United Way Blackh...	\$54,000
Cash	Private	Walworth County U...	\$3,000
Cash	Government	CSBG	\$63,326

Sources of Match Detail

- 1. Type of Match Commitment:** Cash
2. Source: Private
3. Name of Source: United Way Blackhawk Region
(Be as specific as possible and include the office or grant program as applicable)
4. Amount of Written Commitment: \$54,000

Sources of Match Detail

- 1. Type of Match Commitment:** Cash
2. Source: Private
3. Name of Source: Walworth County United Way
(Be as specific as possible and include the office or grant program as applicable)
4. Amount of Written Commitment: \$3,000

Sources of Match Detail

- 1. Type of Match Commitment:** Cash
2. Source: Government
3. Name of Source: CSBG
(Be as specific as possible and include the office or grant program as applicable)
4. Amount of Written Commitment: \$63,326

6E. Summary Budget

The following information summarizes the funding request for the total term of the project. Budget amounts from the Leased Units, Rental Assistance, and Match screens have been automatically imported and cannot be edited. However, applicants must confirm and correct, if necessary, the total budget amounts for Leased Structures, Supportive Services, Operating, HMIS, and Admin. Budget amounts must reflect the most accurate project information according to the most recent project grant agreement or project grant agreement amendment, the CoC's final HUD-approved FY 2018 GIW or the project budget as reduced due to CoC reallocation. Please note that, new for FY 2018, there are no detailed budget screens for Leased Structures, Supportive Services, Operating, or HMIS costs. HUD expects the original details of past approved budgets for these costs to be the basis for future expenses. However, any reasonable and eligible costs within each CoC cost category can be expended and will be verified during a HUD monitoring.

Eligible Costs	Total Assistance Requested for 1 year Grant Term (Applicant)
1a. Leased Units	\$0
1b. Leased Structures	\$0
2. Rental Assistance	\$315,756
3. Supportive Services	\$122,600
4. Operating	\$0
5. HMIS	\$1,800
6. Sub-total Costs Requested	\$440,156
7. Admin (Up to 10%)	\$41,149
8. Total Assistance plus Admin Requested	\$481,305
9. Cash Match	\$120,326
10. In-Kind Match	\$0
11. Total Match	\$120,326
12. Total Budget	\$601,631

7A. Attachment(s)

Document Type	Required?	Document Description	Date Attached
1) Subrecipient Nonprofit Documentation	No	Indirect Cost Rate	08/22/2019
2) Other Attachment	No	Site addresses	08/22/2019
3) Other Attachment	No	Match Document	10/13/2021

Attachment Details

Document Description: Indirect Cost Rate

Attachment Details

Document Description: Site addresses

Attachment Details

Document Description: Match Document

7B. Certification

A. For all projects:

Fair Housing and Equal Opportunity

It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000(d)) and regulations pursuant thereto (Title 24 CFR part I), which state that no person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance, and will immediately take any measures necessary to effectuate this agreement. With reference to the real property and structure(s) thereon which are provided or improved with the aid of Federal financial assistance extended to the applicant, this assurance shall obligate the applicant, or in the case of any transfer, transferee, for the period during which the real property and structure(s) are used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.

It will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and with implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion, sex, disability, familial status or national origin.

It will comply with Executive Order 11063 on Equal Opportunity in Housing and with implementing regulations at 24 CFR Part 107 which prohibit discrimination because of race, color, creed, sex or national origin in housing and related facilities provided with Federal financial assistance.

It will comply with Executive Order 11246 and all regulations pursuant thereto (41 CFR Chapter 60-1), which state that no person shall be discriminated against on the basis of race, color, religion, sex or national origin in all phases of employment during the performance of Federal contracts and shall take affirmative action to ensure equal employment opportunity. The applicant will incorporate, or cause to be incorporated, into any contract for construction work as defined in Section 130.5 of HUD regulations the equal opportunity clause required by Section 130.15(b) of the HUD regulations.

It will comply with Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701(u)), and regulations pursuant thereto (24 CFR Part 135), which require that to the greatest extent feasible opportunities for training and employment be given to lower-income residents of the project and contracts for work in connection with the project be awarded in substantial part to persons residing in the area of the project.

It will comply with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and with implementing regulations at 24 CFR Part 8, which prohibit discrimination based on disability in Federally-assisted and conducted programs and activities.

It will comply with the Age Discrimination Act of 1975 (42 U.S.C. 6101-07), as amended, and implementing regulations at 24 CFR Part 146, which prohibit discrimination because of age in projects and activities receiving Federal financial assistance.

It will comply with Executive Orders 11625, 12432, and 12138, which state that program participants shall take affirmative action to encourage participation by businesses owned and operated by members of minority groups and women.

If persons of any particular race, color, religion, sex, age, national origin, familial status, or disability who may qualify for assistance are unlikely to be reached, it will establish additional procedures to ensure that interested persons can obtain information concerning the assistance. It will comply with the reasonable modification and accommodation requirements and, as appropriate, the accessibility requirements of the Fair Housing Act and section 504 of the Rehabilitation Act of 1973, as amended.

Additional for Rental Assistance Projects:

If applicant has established a preference for targeted populations of disabled persons pursuant to 24 CFR 578.33(d) or 24 CFR 582.330(a), it will comply with this section's nondiscrimination requirements within the designated population.

B. For non-Rental Assistance Projects Only.

20-Year Operation Rule.

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 20 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

15-Year Operation Rule – 24 CFR part 578 only.

Applicants receiving assistance for acquisition, rehabilitation or new construction: The project will be operated for no less than 15 years from the date of initial occupancy or the date of initial service provision for the purpose specified in the application.

1-Year Operation Rule.

For applicants receiving assistance for supportive services, leasing, or operating costs but not receiving assistance for acquisition, rehabilitation, or new construction: The project will be operated for the purpose specified in the application for any year for which such assistance is provided.

C. Explanation.

Where the applicant is unable to certify to any of the statements in this certification, such applicant shall provide an explanation.

Name of Authorized Certifying Official Marc Perry

Date: 10/13/2021

Title: Executive Director

Applicant Organization: Community Action, Inc. of Rock & Walworth

Counties

PHA Number (For PHA Applicants Only):

I certify that I have been duly authorized by the applicant to submit this Applicant Certification and to ensure compliance. 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).

Active SAM Status Requirement.

I certify that our organization has an active System for Award Management (SAM) registration as required by 2 CFR 200.300(b) at the time of project application submission to HUD and will ensure this SAM registration will be renewed annually to meet this requirement.

8B Submission Summary

Page	Last Updated
1A. SF-424 Application Type	10/12/2021
1B. SF-424 Legal Applicant	No Input Required
1C. SF-424 Application Details	No Input Required
1D. SF-424 Congressional District(s)	10/12/2021
Renewal Project Application FY2021	Page 49 10/13/2021

1E. SF-424 Compliance	10/12/2021
1F. SF-424 Declaration	10/12/2021
1G. HUD-2880	10/12/2021
1H. HUD-50070	10/12/2021
1I. Cert. Lobbying	10/12/2021
1J. SF-LLL	10/12/2021
IK. SF-424B	10/12/2021
Submission Without Changes	10/12/2021
Recipient Performance	10/12/2021
Renewal Grant Consolidation or Renewal Grant Expansion	10/12/2021
2A. Subrecipients	No Input Required
3A. Project Detail	10/12/2021
3B. Description	10/12/2021
4A. Services	10/12/2021
4B. Housing Type	10/12/2021
5A. Households	10/12/2021
5B. Subpopulations	10/12/2021
6A. Funding Request	10/12/2021
6C. Rental Assistance	10/12/2021
6D. Match	10/12/2021
6E. Summary Budget	No Input Required
7A. Attachment(s)	10/13/2021
7B. Certification	10/13/2021

NONPROFIT RATE AGREEMENT

EIN: 39-1052077

DATE: 07/31/2019

ORGANIZATION:

FILING REF.: The preceding agreement was dated 11/18/2016

Community Action, Inc. of Rock & Walworth Counties

20 Eclipse Center
Beloit, WI 53511

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FINAL	09/01/2016	12/31/2018	14.00	On Site	All Programs
PROV.	01/01/2019	12/31/2021	12.00	On Site	All Programs

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment; alterations and renovations), that portion of each subaward in excess of \$25,000 and flow-through funds.

ORGANIZATION: Community Action, Inc. of Rock & Walworth Counties
AGREEMENT DATE: 7/31/2019

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

Fringe Benefits -

FICA

Health Insurance

Life Insurance

Disability Insurance

Workers Compensation Insurance

Unemployment Benefits and Retirement

The next indirect cost rate proposal based on actual costs for the fiscal year ending 12/31/19, is due by 06/30/20.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the non-Federal entity for financial statement purposes, or \$5,000.

This Rate Agreement is issued in accordance with the Customer Service Agreement (CSA) between DHHS/CAS and HUD.

ORGANIZATION: Community Action, Inc. of Rock & Walworth Counties

AGREEMENT DATE: 7/31/2019

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

~~**D. USE BY OTHER FEDERAL AGENCIES:**~~

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Community Action, Inc. of Rock & Walworth Counties

(INSTITUTION)

Debbie Sheldon

(SIGNATURE)

Debbie Sheldon

(NAME)

Director of Finance

(TITLE)

8/1/19

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Arif M. Karim - S

Digitally signed by Arif M. Karim - S
DN: c=US, ou=U.S. Government, ou=HHS, ou=PSC,
ou=People, cn=Arif M. Karim - S,
0.9.2342.1.9200300.100.1.1=2009212895
Date: 2019.08.01 08:42:21 -0500

(SIGNATURE)

Arif Karim

(NAME)

Director, Cost Allocation Services

(TITLE)

7/31/2019

(DATE) 2430

HHS REPRESENTATIVE:

Theodore Foster

Telephone:

(214) 767-3261

Community Action Inc. of Rock and Walworth Counties

CAI-RRH

20 Eclipse Center, Beloit, Rock, WI 53511

Community Action Inc. of Rock and Walworth Counties

CAI-RRH

1545 Hobbs Drive Delavan, Walworth, WI 53115

United Way Blackhawk Region

205 N. Main St., Suite 101
Janesville, WI 53545-3062
tel 608.757.3040
fax 608.757.3055



LiveUnitedBR.org

**Memorandum of Agreement
Community Action Inc., of Rock and Walworth Counties and
United Way Blackhawk Region
Grant Period 2021-2023**

United Way Blackhawk Region (UWBR) and Community Action Inc., of Rock and Walworth Counties (Partner Agency) enter into this Memorandum of Agreement for the community investment period beginning July 1, 2021 through June 30, 2023.

Both the Partner Agency and UWBR are committed to improving the quality of life within the Blackhawk Region. Both agree that by joining together as partners in a voluntary, community-wide effort, resources can be mobilized to deliver efficient and effective human service programs related to current community needs. The following provisions must be reviewed and agreed to by both the Agency Board Chair and the Chief Executive Officer in order to maintain the Program Partner's relationship with UWBR.

1. Legal Requirements:

- A. Maintain a 501(c)(3) tax exempt status in accordance with the Internal Revenue Code.
- B. Refuse to engage in or tolerate any form of discrimination or harassment.
- C. Comply with all requirements of any applicable federal, state and local laws, ordinances and regulations in connection with its performance of services and obligations under this agreement.
- D. Make timely filing of IRS Form 990 and the annual Wisconsin and/or Illinois report for charitable organizations and provide copies of both documents to United Way as required in the application process via e-CImpact.

2. To achieve the objectives, both parties agree to:

- A. Recognize the need for full accountability to the donors contributing to UWBR.
- B. Continuously conduct a public relations effort to promote understanding of community issues and support for UWBR funded programs and initiatives.
- C. Comply with relevant policies and procedures adopted by UWBR Board of Directors.

3. United Way Blackhawk Region agrees to:

- A. Pay to Community Action Inc., of Rock and Walworth Counties up to \$108,000 through the investment period to be used for Transitional Living Program programming as detailed in the grant application.
- B. Make payments on a monthly basis during the investment period excepting that if the Program Partner does not comply with any issued contingencies, corrective plans, advisements, and/or all of the requirements outlined in the *Community Impact Policy Manual* (UWBR may suspend or discontinue payments until Program Partner is in compliance with all UWBR policies. Should funding be suspended by UWBR for any reason and as a result, payments to the Partner are not made, Partner will be ineligible for

- retroactive/reimbursement of suspended payments) located in the Resource Center of e-CImpact, as well as UWBR's website.
- C. Direct resources to ensure the effective delivery of needed services to maximize impact in the community.

4. Community Action Inc., of Rock and Walworth Counties, agrees to:

- A. Submit to UWBR (via e-CImpact) its board-approved 2021 operating budget reflecting the actual United Way grant award(s), no later than August 1, 2021 and operate the program(s) and maintain financial record keeping in accordance with sound business practice.
- B. Provide the program services for the specified term and adhere to all guidelines set forth in the *Community Impact Policy Manual*.
- C. Develop full accountability for its operations and comply with all reports and requests for information, including client, budgetary, operational and program information in a timely manner as outlined in the *Community Impact Policy Manual*.
- D. Recognize UWBR's responsibility to modify funding patterns in response to changing community needs in order to maximize benefits to the community.
- E. Acknowledge UWBR's capability to adjust the Program Partner's total annual investment at any time if UWBR cannot maintain the initial investment amount due to unexpected or significant decreases in UWBR's revenues or reserves. When possible, Program Partner will be notified at least 30 days in advance of the adjustment to the annual investment.
- F. Clearly identify itself to community, clients and stakeholders as "A United Way Blackhawk Region Funded Partner" by adherence to the Co-branding policy of the *Community Impact Policy Manual*.
- G. As required in the *Community Impact Policy Manual*, conduct a United Way workplace campaign. Provide speakers, expertise, data, and other information as requested to assist in outreach and fundraising efforts.
- H. In compliance with *Community Impact Policy Manual*, **keep UWBR well-informed and seek approval for any major change, including expansion of a funded program, substitution or deletion in a funded program or the services it provides including but not limited to program service changes, location changes, level of services, hours of operations, and client accessibility. Failing to comply will result in changes both immediate and otherwise to funding.**
- I. Respond satisfactorily to the recommendations and/or contingencies as outlined in the UWBR community grant award letter.

United Way Blackhawk Region reserves the right to withhold program funding as outlined in the *Community Impact Policy Manual*.

A scan of the signed copy of the original MOA must be uploaded via e-CImpact by June 28, 2021.

This Memorandum of Agreement is entered into for the 2021-2023 investment cycle.

BY SIGNING BELOW, YOU CERTIFY THAT YOU HAVE READ THIS AGREEMENT IN ITS ENTIRETY, THAT YOU KNOW AND UNDERSTAND THE MEANING AND INTENT OF THIS AGREEMENT AND THAT YOU AGREE TO THE TERMS AND CONDITIONS CONTAINED HEREIN. YOU ARE FURTHER CERTIFYING THAT YOU HAVE READ THE COMMUNITY IMPACT POLICY MANUAL, THAT YOU UNDERSTAND THE POLICIES AND AGREE TO ABIDE BY THEM AND THAT FAILURE TO DO SO WILL RESULT IN LOSS OF FUNDING.

Approved By:

Amelia Soaf
Board Chair

6/24/2021
Date

J. Marc Penny
Chief Executive Officer

6/24/2021
Date

Tom McCawley

06-01-21
Date

Tom McCawley, Board Chair United Way Blackhawk Region

Mary Fanning-Penny

06-01-21
Date

Mary Fanning-Penny, President & CEO United Way Blackhawk Region



October 12, 2021

Re: Community Action Inc. of Rock & Walworth Counties

Project: CAI_RRH Renewal Project Application FY2021

Grant Number: WI0202L5I002003

Minimum Match Requirement: \$120,326

Community Action Inc. of Rock and Walworth Counties is committing match in the amount of \$120,326.

At this time Community Action Inc. has a commitment for:

- \$54,000 from United Way Blackhawk Region through June 30, 2023 with additional funds to be requested next funding cycle

As a result, CAI is committing \$66,326 of Community Services Block Grant funds to be used as match less any additional match captured at the time of issues and conditions, the onset of the program start date, and verification of in kind professional services.

Sincerely,

Marc Perry

Executive Director

Community Action Inc.

20 Eclipse Center

Beloit, WI 53511

creating pathways out of poverty