FY19 NEW GRANTEE ORIENTATION

Setting the Stage – Successfully Implementing and Evaluating Your OLHCHH Grant

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Objective:

Discuss the process from intake to clearance
You have received and successfully negotiated the grant… now what?

1. Administrative Tasks
   - Environmental Review (Tier I)
   - Hiring a qualified Program Manager or staff
   - RFP/MOUs for Contractors, Subrecipients and Partners
   - Outreach Plan
   - Determine Type of Procurement
What should I do with the families wanting to apply?

Intake processes/plan

Income Verification—which of the three definitions you will use for your program

Target Demographic (low income, children <6 old, Pre-1978 or/and Pre-1940 and EBL)

Rental/owner Occupy/vacant

Single/multifamily units

Tier II
We have the units ready to start working.....and?

<table>
<thead>
<tr>
<th>Direct Labor</th>
<th>Inspection/Risk Assessment of the unit(s) LI/RA</th>
<th>Healthy Homes Assessment</th>
<th>Work Specifications (Lead /HH)</th>
</tr>
</thead>
<tbody>
<tr>
<td>List of Qualified Contractors</td>
<td>Bidding the work</td>
<td>Selecting the contractor/sign contract</td>
<td>NOW THE WORK BEGINS!!</td>
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</tbody>
</table>
Are We Done Yet?

- RELOCATION (10 DAYS)
- MONITORING: CONTRACTORS/WORK/DOCUMENTATION
- CLEARANCE
- PAYMENT TO THE CONTRACTORS (NOT TO THE OWNER)