

**Exhibit VI: Agreement Between Department of Health
and Municipality of San Juan on Administering
Housing Opportunity for Persons with AIDS Program**

State Consolidated Plan



for housing & Community
Development Programs
2010-2014 and Action Plan 2010

COMMONWEALTH OF PUERTO RICO
DEPARTMENT OF HEALTH
SAN JUAN, PUERTO RICO

AGREEMENT BETWEEN DEPARTMENT OF HEALTH AND MUNICIPALITY
OF SAN JUAN ON ADMINISTERING HOUSING OPPORTUNITY FOR
PERSONS WITH AIDS PROGRAM


APPEARING


FOR THE FIRST PARTY: THE DEPARTMENT OF HEALTH, represented by its Secretary of Health, Hon. LORENZO GONZALEZ FELICIANO, of legal age, married, a psychiatrist doctor, resident of SAN JUAN, Puerto Rico, or represented by the Deputy Secretary of Health, CONCEPCION QUINONES DE LONDO, of legal age and a resident of GUAYNABO, Puerto Rico, who appears in representation of the Secretary of Health and who is duly authorized to sign this agreement by delegation of the Secretary of Health dated August 18, 2009, in accordance with Law No. 31 of March 14, 1912, henceforth denominated as the **FIRST PARTY**.

FOR THE SECOND PARTY: MUNICIPALITY OF SAN JUAN, with social security number 690-66-0075, governmental entity with legal authority, created under the laws of the Commonwealth of Puerto Rico (Act. 81, August, 1991, as amended) represented by its Mayor, Hon. JORGE A. SANTINI PADILLA, of legal age, married, lawyer and a resident of SAN JUAN, Puerto Rico henceforth denominated as the **SECOND PARTY**.

In accordance with Law No. 31 of March 14, 1912, as amended **BOTH PARTIES** agree to enter in this agreement in accordance to the following Recitals, Clauses and Conditions:

RECITALS

 WHEREAS, the Department of Health of the Commonwealth of Puerto Rico is a formula grantee under the U.S. Department of Housing and Urban Development (HUD) Housing Opportunities for Persons with AIDS Program (HOPWA) authorized under the AIDS Housing Opportunity Act, 42 USC 12901 et seq., and the HOPWA program regulations, 24 CFR Part 574, which are incorporated into this Agreement.

 WHEREAS, Under section 574.500, HOPWA grantees are responsible for ensuring that grants are administered in accordance with the HOPWA regulations and other applicable laws.

WHEREAS, This responsibility cannot be delegated to project sponsors. Grantees may, however, provide HOPWA funds to project sponsors to carry out eligible activities.

WHEREAS, A "project sponsor" means any nonprofit organization or governmental housing agency that receives HOPWA funds from the grantee to carry out eligible activities identified in the approved grant application.

WHEREAS, the Municipality of San Juan will be a project sponsor of the Commonwealth for the purpose of carrying out HOPWA eligible activities, including activities related to administering HOPWA funds awarded by HUD to the Commonwealth.

WHEREAS, The Department of Health designated the Municipality of San Juan as a project sponsor to carry out eligible activities under the U.S. Department of Housing and Urban Development (HUD) Housing Opportunities for Persons with AIDS Program (HOPWA).

WHEREAS, the parties enter into this grantee project sponsor agreement to ensure that HOPWA funds subject to this agreement are used effectively and efficiently in accordance with HOPWA program regulations and other applicable laws.

NOW THEREFORE, the parties agree to the following CLAUSES AND CONDITIONS:

FIRST: The Commonwealth, as represented by the FIRST PARTY will:

A. Designate the Department of Housing and Community Development of the SECOND PARTY as the project sponsor for the HOPWA program of the FIRST PARTY to undertake activities on behalf of HOPWA eligible households throughout the Commonwealth;

B. Transfer to the SECOND PARTY the uncommitted funds from Program Years 2007 to 2009 (\$4,560,513.55): \$4,241,277.60 for eligible activities and \$319,235.95 for project sponsor's administrative costs;

C. Transfer to the SECOND PARTY the Fiscal Year 2010 HOPWA awarded to the FIRST PARTY. Up to 3% percent of the 2010 grant will be dedicated for the grantee's administrative expense. After the 3% is deducted, the 7% of the remaining balance will be dedicated for SECOND PARTY administrative expenses.

The SECOND PARTY will reimburse to the FIRST PARTY the 3% of the Fiscal Year 2010 HOPWA awarded to the FIRST PARTY account number 272-07100()-081-2010-10PRH09F999 upon submittal of a certification that the expense is eligible under the HOPWA program.

D. Provide oversight of SECOND PARTY administration of HOPWA funds subject to this agreement to ensure that the funds are used in accordance with the HOPWA regulations and other applicable laws, and with HOPWA-related agreements entered into by the FIRST PARTY and HUD;

E. Provide such data and documents in its possession as the SECOND PARTY may need in preparing documents for submission to HUD or in otherwise administering the HOPWA funds subject to this agreement;

F. Carry out essential grantee functions involving actions to sign and transmit to HUD applications, consolidated plans, annual action plans, amendments, performance reports, and other documents relevant to the HOPWA program that are required by HUD, involving actions not otherwise delegated to the project sponsor;

G. Coordinate with the State Lead Agency (Office of the Commissioner of Municipal Affairs) the preparation of such applications, reports and other documents required by HUD;

H. Continue with the administration of the existing funds delegated to other project sponsors (a list of the sponsors is included in the appendix of this agreement.);

I. Be responsible for any contractual obligations related to the administration of the HOPWA funds for the period of administration prior to the delegation of the funds to the SECOND PARTY and for the eligibility on any payment made after the execution of this agreement.

The FIRST PARTY will submit to the SECOND PARTY the documentation, an invoice and a certification indicating that the costs invoiced were evaluated under the HOPWA regulation and determined to be eligible. After the presentation of the invoice and the certification the SECOND PARTY will draw down the funds to pay the FIRST PARTY.

J. Be responsible for any open finding and corrective actions that resulted during the period of administration prior to the delegation of the fund for the **SECOND PARTY**;

K. Be responsible for any future finding and corrective actions that may result as a consequence of the period of administration prior to the delegation of the funds to the **SECOND PARTY**; and

L. The **FIRST PARTY** in coordination with the **SECOND PARTY** will monitor activities carried out with funds made available under this agreement, according to a Plan, to ensure the funds are being used effectively and efficiently to meet program objectives and that they are being spent in accordance with the HOPWA regulations and other applicable laws.

SECOND: The **SECOND PARTY** will:

A. In performing work and providing services under this agreement, the **SECOND PARTY** shall comply with all applicable laws of the United States and Puerto Rico, and rules, regulations, orders and directives of their administrative agencies and the officers thereof;

B. Administer the uncommitted HOPWA funds from Program Years 2007 to 2009 and the Fiscal Year 2010 HOPWA awarded to the Commonwealth. Up to 3% percent of the 2010 grant will be dedicated for the grantee's administrative expense. After the 3% is deducted, the 7% of the remaining balance will be dedicated for **SECOND PARTY** administrative expenses;

The **SECOND PARTY** will reimburse to the **FIRST PARTY** the 3% of the Fiscal Year 2010 HOPWA awarded to the **FIRST PARTY** account number 272 -0 10000-081-2010-10PRH09F999 upon submittal of a certification that the expense is eligible under the HOPWA program..

C. Serve as the project sponsor for the **FIRST PARTY** HOPWA program and collaborate to deliver program support for eligible households throughout the Commonwealth;

D. Act on behalf of the **FIRST PARTY** in meeting the requirements described in the HOPWA Performance Grant Agreements signed by HUD and the Commonwealth for the fiscal years and grant numbers identified in the **THIRD** clause of this agreement;

E. Conduct a project selection process that is fair and open and is designed to ensure that activities chosen for HOPWA funding will meet urgent needs that are not being met by available public and private resources;

F. Select projects for funding and award funds under written agreements with the selectees;

G. Set up HOPWA activities in HUD's Integrated Disbursement and Information System (IDIS), with funds disbursed directly to the same **SECOND PARTY** bank account as is used for HOPWA formula grants awarded by HUD directly to the **SECOND PARTY**;

H. Once the **FIRST PARTY** submits the appropriate documentation necessary to pay the costs incurred under the activities carried out before the transfer of the administration or its administrative expenses, **SECOND PARTY** will draw down the funds under these activities and pay the **FIRST PARTY** for these costs;

I. Account separately for the HOPWA funds it administers under this agreement from formula HOPWA funds that HUD awards directly to **SECOND PARTY**;

The **SECOND PARTY** will keep separate accounting records for the HOPWA funds awarded to the **FIRST PARTY**. Also, the **SECOND PARTY** will have a financial

management system that permits the tracing of the HOPWA funds awarded to the FIRST PARTY to a level of expenditure;

J. Prepare application amendments, including the establishment of public policy reports, and other documents that HUD requires the FIRST PARTY to submit, including taking preliminary actions in undertaking citizen participation and consultation activities, developing HOPWA elements in housing and homeless needs assessments, related housing market analysis, annual action plans, performance reports and other actions to develop, implement, and evaluate activities under the Consolidated Plan and HOPWA program requirements;

K. Take necessary steps in a timely manner to resolve and close findings arising from performance or compliance reviews conducted by HUD, the FIRST PARTY, Commonwealth, or auditors that are related to the use of funds made available under this agreement not from prior years;

L. Submit to the FIRST PARTY such data and documents in its possession as the FIRST PARTY may need in preparing documents for submission to HUD or in otherwise administering the HOPWA funds subject to this agreement;

M. Monitor activities carried out with funds made available under this agreement, according to a Plan, to ensure the funds are being used effectively and efficiently to meet program objectives and that they are being spent in accordance with the HOPWA regulations and other applicable laws; and

N. For the uncommitted funds from Program Years 2007 to 2009 the Second Party shall have the term of three years, from July 1, 2010 to June 30, 2012, to spend the funds.

O. The contract will be ratified by the Municipal Assembly after June 15, 2010.

THIRD: APPLICABLE HOPWA FUNDS

This agreement applies to the following uncommitted HOPWA funds awarded by HUD to the Commonwealth (FIRST PARTY):

A. Uncommitted funds from Fiscal Year Grants 2007 to 2009: \$4,560,513.50

- a. \$319,235.95 for project sponsor's administrative costs.
- b. \$4,241,277.60 for eligible activities

B. Fiscal Year 2010 HOPWA Grant: \$1,825,260.00

- a. \$54,757.80 for grantee's administrative costs.
- b. \$123,935.15 for project sponsor's administrative costs.
- c. \$1,646,567.05 for eligible activities.

FOURTH: ROLES AND RESPONSIBILITIES

Each party will provide services in accordance with AIDS Housing Opportunity Act, 42 U.S.C. 12901 et seq., 24 C.F.R. part 574. Each party will ensure that eligibility for services received will be determined at intake by:

- 1) proof of HIV positively based on a serologic test; and
- 2) proof that individual or family income does not exceed the low income for the area as determined by the United States Department of Housing and Urban Development. Services may not be rendered if the residents do not meet these criteria.

In addition, no person who is an employee, agent, consultant, officer, or elected or appointed official of the grantee, or projects sponsor and who exercises or has exercised any functions or responsibilities with respect to assisted activities, or who is in a position

in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for himself or herself or for those with whom he or she has family or business ties, during his or her tenure or for one year thereafter.

Both parties and/or any sub-contractor shall not transfer a client record to another entity or person without written consent from the client, or someone authorized to act on his or her behalf.

FIFTH: As part of the HOPWA Grant and code of federal regulations, each party agrees to comply with the following:

- Fair Housing Act (42 U.S.C., 3601-19) and implementing regulations at 24 CFR part 100;
- Executive Order 11063 and implementing regulations at 24 CFR part 107;
- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) (Nondiscrimination in Federally Assisted Programs) and implementing regulations issued at 24CFR part 1;
- Age Discrimination Act of 1975 (42 U.S.C. 6101-07) and implementing regulations at 24 CFR part 146;
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and implementing regulations at 24 CFR part 8;
- Section 3 of the Housing and Urban Development Act of 1968 [12 U.S.C. 1701 (u)], (Employment opportunities for lower income persons in connection with assisted projects);
- Executive orders 11625, 12432, and 12138;
- Fair Housing Act and section 504, and implementing regulations [42 U.S.C. 3604(f) and 24 CFR 1000.203-100.205; 29 U.S.C. 794 and 24 CFR part 8;
- Sections 5151-5180 of the Drug-Free Workplace Act of 1988 and HUD's implementing regulations 24 CFR part 24, subpart F; and
- 24 CFR part 574.300 (c) (Limitations of assistance to primarily religious organizations).

SIXTH: Each party will appoint a person to serve as the official contact and coordinate the activities of the parties in carrying out this agreement. The initial appointees are:

For the FIRST PARTY:

María Amaro,
HOPWA Coordinator,
Puerto Rico Department of Health
PO Box 70184
San Juan, Puerto Rico 00936-8184
(787) 274-5500

For the SECOND PARTY:

Marcos A. Molina,
Manager Section 8-HOPWA
PO Box 362138
San Juan, Puerto Rico 00936-2138
(787) 480-5642

SEVENTH: NOTICES

All notices, requests, demands and other communications relating to this agreement must be in writing and shall be deemed to have been duly given upon personal delivery. Notices shall be addressed as follows:

If to the **FIRST PARTY**:

Dr. Lorenzo Gonzalez Feliciano
Secretary of Health of Puerto Rico
PO Box 70184
San Juan, Puerto Rico 00936-8184 or,

(Local address)
Puerto Rico Department of Health
Antiguo Hospital de Psiquiatria, Centro Médico
Edificio A,
Rio Piedras, Puerto Rico

If to the **SECOND PARTY**:

Hon. Jorge A. Santini Padilla
Mayor of San Juan
PO Box 362138
San Juan, Puerto Rico 00936-2138

EIGHTH: REPORTS: The **SECOND PARTY** must submit all reports requested by the **FIRST PARTY** or its authorized representative concerning the services it is pledged to provide under the terms of this agreement.

NINTH: NEGLIGENCE OR ABANDONMENT: The negligent fulfillment as defined by HUD, of its abandonment by the **SECOND PARTY** will be considered an infringement of this contract and shall be considered sufficient cause for the **FIRST PARTY** to rescind it immediately, without submitting to the resolution, while simultaneously being released from any obligations and responsibilities under this agreement.

TENTH: DISCRIMINATION: The **SECOND PARTY** pledges to abstain from discriminatory practices in the provision of his roles and responsibilities for reasons of a political or religious nature, race, social status, sex, age, nationality, as well as physical or mental limitations.

ELEVENTH: VALIDITY AND DURATION: This contract will be in force after being signed by the **FIRST PARTY** and will be in force until June 30, 2012.

TWELFTH: INVALIDATION: This contract may be nullified by any of the **PARTIES**, before its expiration, by means of a written notification sent to the **OTHER PARTY** thirty (30) before its expiration date, without any of the **PARTIES** incurring in any liability.

THIRTEENTH: INTERPRETATION

This agreement will be subject to the Laws and Regulations of the Commonwealth of Puerto Rico and Federal Laws and will be interpreted accordingly.

FOURTEENTH: SEVERABILITY

If any court, legislature or government agency, for any reason, deems one or more of the provisions of this agreement, in whole or in part, invalid, void, illegal or unenforceable, the remaining provisions of this agreement will be unaffected and remain in full force and effect.

FIFTEENTH: UNTRANSFERABILITY: The services to be provided by the **SECOND PARTY** shall be un-transferable. Their delegation to other parties will be cause enough for the revocation of this contract. The un-fulfillment of this clause will make the **SECOND PARTY** responsible for any damage or detriment that might be caused to the **FIRST PARTY**, be they direct or indirect.

SIXTEENTH: AUDITS: The **SECOND PARTY** agrees to make viable the audits that the **FIRST PARTY** and the Office of the Comptroller of Puerto Rico may deem necessary and, accordingly, it must:

1. Maintain available at all times, for examination by the **FIRST PARTY** or the Office of the Comptroller of Puerto Rico, all the files, documents, books and data pertaining to all matters covered by this contract.
2. Preserve all files and any other document pertaining to this contract for a period of five (5) years after the expiration of this contract. If an audit has been started and it has not been completed at the end of the five (5) years, the files must be preserved until the final results of the audit are issued.

SEVENTEENTH: AMENDMENT, MODIFICATION, AND TERMINATION

This agreement may be amended or modified only by written, mutual agreement of the parties. Either party may terminate by providing written notice to the other party. The termination shall be effective thirty (30) calendar days following notice, unless a later date is set forth.

EIGHTEENTH: EFFECTIVE DATE

This agreement becomes effective since the signing of the **FIRST PARTY** to June 30, 2011.

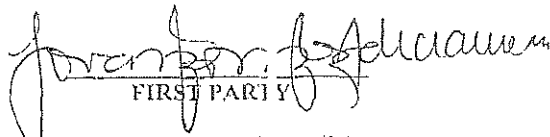
ACCEPTANCE OF AGREEMENT

In San Juan, Puerto Rico, today June-1, 2010.



SECOND PARTY

Hon. Jorge A. Santini Padilla
Mayor
Municipality of San Juan



FIRST PARTY

Hon. Lorenzo González Feliciano
Secretary of Health

Exhibit VII: Subsidies Per Project Development

State Consolidated Plan



for housing & Community
Development Programs
2010-2014 and Action Plan 2010

SUBSIDIES PER PROJECT DEVELOPMENT

MSA	MUNICIPALITIES	Sale Price	Subsidy
Aguadilla	Aguada, Aguadilla, Añasco, Isabela, Lares, Moca, Rincón and San Sebastián	\$90,000	\$45,895
		105,000	60,895
		120,000	75,895
Arecibo	Arecibo, Camuy and Hatillo	\$90,000	\$45,895
		105,000	60,895
		120,000	75,895
Barranquitas	Aibonito, Barranquitas, Ciales, Maunabo, Orocovis and Quebradillas	\$90,000	\$45,895
		105,000	60,895
		120,000	75,895
Caguas	Caguas, Cayey, Cidra, Gurabo and San Lorenzo	\$90,000	\$37,197
		105,000	52,197
		120,000	67,197
Fajardo	Ceiba, Fajardo and Luquillo	\$90,000	\$24,962
		105,000	39,962
		120,000	54,962
Guayama	Arroyo, Guayama and Patillas	\$90,000	\$43,123
		105,000	58,123
		120,000	73,123
Mayagüez	Hormigueros and Mayagüez	\$90,000	\$40,160
		105,000	55,160
		120,000	70,160
Non-Metro	Adjuntas, Coamo, Culebra, Jayuya, Las Marías, Maricao, Salinas, Santa Isabel, Utuado and Vieques	\$90,000	\$49,460
		105,000	64,460
		120,000	79,460
	Only Culebra and Vieques	125,000	84,460
Ponce	Juana Díaz, Ponce and Villalba	\$90,000	\$33,660
		105,000	48,660
		120,000	63,660
San Germán	Cabo Rojo, Lajas, Sabana Grande and San Germán	\$90,000	\$33,660
		105,000	48,660
		120,000	63,660
San Juan	Aguas Buenas, Barceloneta, Bayamón, Canovanas, Carolina, Cataño, Comerío, Corozal, Dorado, Florida, Guaynabo, Humacao, Juncos, Las Piedras, Loiza, Manatí, Morovis, Naguabo, Naranjito, Río Grande, San Juan, Toa Alta, Toa Baja, Trujillo Alto, Vega Alta, Vega Baja and Yabucoa.	\$90,000	\$24,962
		105,000	39,962
		120,000	54,962
	Only Bayamón, Guaynabo and San Juan	125,000	59,962
Yauco	Guánica, Guayanilla, Peñuelas and Yauco	\$90,000	\$33,660
		105,000	48,660
		120,000	68,660

Note: Higher sale prices apply in specific municipalities and urban locations. In cases where prices exceed \$120,000, the applicable subsidy level is the highest allowable.

Exhibit VIII: Subsidies Per Homebuyer Assistance

State Consolidated Plan



for housing & Community
Development Programs
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SUBSIDIES PER HOMEBUYER ASSISTANCE

MUNICIPALITIES	MSA	Sale Price	Subsidy Range
Aguada, Aguadilla, Aibonito, Añasco, Barranquitas, Cabo Rojo, Ciales, Guánica, Guayanilla, Hormigueros, Isabela, Lajas, Lares, Maunabo, Mayagüez, Moca, Orocovis, Peñuelas, Quebradillas, Rincón, San Sebastián, Sabana Grande, San Germán and Yauco.	Aguadilla, Barranquitas, Mayagüez San Germán and Yauco	\$90,000	\$1,000-\$55,000
		\$105,000	\$1,000-\$65,000
		\$120,000	\$1,000-\$70,000
Ceiba, Fajardo, Luquillo, Aguas Buenas, Barceloneta, Bayamón, Canóvanas, Carolina, Cataño, Comerío, Corozal, Dorado, Florida, Guaynabo, Humacao, Juncos, Las Piedras, Loíza, Manatí, Morovis, Naguabo, Naranjito, Río Grande, San Juan, Toa Alta, Toa Baja, Trujillo Alto, Vega Alta, Vega Baja and Yabucoa.	Fajardo and San Juan	\$90,000	\$1,000-\$45,000
		\$105,000	\$1,000-\$55,000
		\$120,000	\$1,000-\$60,000
Arecibo, Caguas, Camuy, Cayey, Cidra, Gurabo, Hatillo, Juana Díaz, Ponce, San Lorenzo and Villaalba	Arecibo, Caguas and Ponce	\$90,000	\$1,000-\$45,000
		\$105,000	\$1,000-\$60,000
		\$120,000	\$1,000-\$65,000
Adjuntas, Arroyo, Coamo, Culebra, Guayama, Jayuya, Las Marías, Maricao, Patillas, Salinas Santa Isabel, Utuado and Vieques.	Guayama and Non-Metro	\$90,000	\$1,000-\$65,000
		\$105,000	\$1,000-\$70,000
		\$120,000	\$1,000-\$75,000

Note: Higher sale prices apply in specific municipalities and urban locations. In cases where prices exceed \$120,000, the applicable subsidy level is the highest allowable.

Exhibit IX: HOPWA Request for Proposal Guidelines

State Consolidated Plan



for housing & Community
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Departamento de Vivienda
SAN JUAN, CIUDAD CAPITAL
Jorge A. Santini - Alcalde



PROGRAMA HOPWA



Gobierno de Puerto Rico
Departamento de Salud

GUIA PARA LA PREPARACION DE PROPUESTAS
MUNICIPIOS PARTICIPANTES

FONDOS DEL DEPARTAMENTO DE SALUD

**AÑO FISCAL 2010-2011
IMPORTANTE:**

Por favor, antes de comenzar a redactar su propuesta, lea toda la guía primero y recopile toda la información que se le solicita. El hacerlo, le facilitará la escritura y economizará mucho tiempo.

En la Información General del Municipio se le está solicitando el “DUNS Number”. Es necesario que el Municipio obtenga este ‘DUNS Number’ ya que es un requisito del gobierno Federal que toda entidad que solicite fondos federales tenga este “DUNS Number”. De no incluir el “DUNS Number” en la propuesta quedará automáticamente descalificado el Municipio. En la página 19 de esta Guía de Propuesta tiene las instrucciones para obtener el “DUNS Number”.

Una vez redactada la propuesta coteje que ha contestado todas las preguntas. La omisión de información solicitada automáticamente descalificará la propuesta para recibir fondos.

Para ayuda técnica, preguntas, dudas o clarificación, deberá comunicarse inmediatamente con la señora Wilmary Nieves al (787) 480-5642.

I. ASPECTOS DE FORMATO

La propuesta debe ser presentada en papel tamaño carta con márgenes de 1 pulgada en todos los lados. El texto debe ser escrito en letra no menor de tamaño 12 y a doble espacio. Debe entregar un original y una copia sin encuadernar ni grapar.

II. PRESENTACION

Incluir una carta de trámite en la cual se indique la intención de solicitar fondos para proveer los servicios en su municipio. Debe indicar el número de certificados solicitados de acuerdo al número de habitaciones y el presupuesto solicitado. La misma sera dirigida a:

Sr. Marcos Molina
Gerente
Programa HOPWA
Departamento de Vivienda
Municipio de San Juan
San Juan, PR 00936-2138

III. FECHA LIMITE

La fecha límite para la entrega de las propuestas con todos los documentos requeridos es el MIÉRCOLES 21 DE JULIO DE 2010 HASTA LAS 3:30 DE LA TARDE en el Programa HOPWA del Departamento de Vivienda el cual está ubicado en la Avenida Ponce de León #1205, Parada 17 ½, Segundo Piso, Edificio San Juan Integra, Santurce, Puerto Rico.

La propuesta deberá ser entregada el día y la hora indicada, de lo contrario se quedará fuera del proceso de competencia y de otorgamiento de fondos. Es importante que se cumpla con la fecha ya que para el próximo año fiscal se firmará contrato con los municipios. De su municipio no firmar contrato tendrá que asumir los pagos de los casos que tienen.

IV. INFORMACION GENERAL

Nombre del Municipio:	
Nombre del Alcalde:	
Nombre del(de la) Director(a) Departamento de Vivienda/Asuntos Federales:	
Nombre de la Persona Contacto:	
Dirección Física:	
Dirección Postal:	
Teléfono:	Fax:
Correo Electrónico:	
“DUNS number” (ver Anejo 1)	

V. PLAN DE ACCION

El plan de acción debe contener los siguientes componentes:

1- **Meta:** Constituye la descripción de los logros deseados de un problema, situación o condición que se espera resolver a largo plazo. Una meta puede tener varios objetivos. Cada meta debe estar seguida por sus objetivos.

2- **Objetivo:** Es un logro que está jerárquicamente articulado a una meta, por lo cual es una articulación de un logro esperado, expresado en un marco de tiempo. Los objetivos establecen orientación o guía hacia las acciones necesarias para su cristalización. ¿Qué se necesita hacer para lograr la meta? En la elaboración de los objetivos es necesario considerar cinco dimensiones:

- ❖ ¿qué? - el sujeto del objetivo
- ❖ ¿cuánto? - el estándar del objetivo; un valor específico de una variable o indicador.
- ❖ ¿en (a) quién? - la población a la cual va dirigido el objetivo.
- ❖ ¿dónde? - el área geográfica o lugar del logro.
- ❖ ¿cuándo? - elemento cronológico del objetivo.

En adición a estos cinco componentes, es necesario utilizar un verbo adecuado al logro que se especifica. El verbo utilizado debe ser uno que concretice la acción deseada. Por ejemplo; aumentar o reducir en vez de mejorar; identificar en sustitución de apreciar; evaluar en vez de comprender; clasificar en sustitución de valorizar.

3- **Actividades:** Las actividades son acciones concretas realizadas con el propósito de lograr o alcanzar un objetivo enunciado. Las actividades son formas de intervención directa en un problema o situación en particular con la intención de reducirlo o eliminarlo. Los pasos a seguir para lograr los objetivos.

4- **Recursos Humanos:** Son los empleados, funcionarios u otro personal con que cuenta el municipio para llevar a cabo cada actividad específica.

5- **Recursos Económicos:** Son los costos de la actividad o servicio propuesto.

6- **Criterios de Evaluación:** Estos son los factores que serán utilizados para medir los cambios alcanzados en la situación o problema presentado.

TABLA 1 - PLAN DE ACCION

META:			
OBJETIVO:			
ACTIVIDADES	RECURSOS HUMANOS	RECURSOS ECONOMICOS	CRITERIOS DE EVALUACIÓN

VIII. PRESUPUESTO DEL PROYECTO / ACTIVIDAD

- 1- **Número de Certificados Solicitados:** Se indicará la cantidad de certificados que su municipio solicita de acuerdo al número de habitaciones según la composición familiar de los participantes. Aquí deben considerar tanto los participantes del programa así como los solicitantes que proyecta tener su municipio.

- 2- **Presupuesto Mensual Solicitado:** Esta cantidad se calcula multiplicando lo que sería el “Housing Assistance Payment (HAP)” por el número de certificados solicitados. Cabe señalar que la renta de mercado razonable se incluye. Por lo tanto, este presupuesto mensual solo incluirá el “Housing Assistance Payment (HAP)”.

- 3- **Gasto por Utilidades:** Se calculará multiplicando la cantidad designada a utilidades de acuerdo al certificado por el número de certificados solicitados.

- 3- **Gasto Administrativo:** Para calcular el gasto administrativo se tiene que multiplicar 7% por el “Housing Assistance Payment (HAP)”. Luego esta cantidad se multiplica por el número de certificados solicitados. Se solicitará hasta un máximo de \$32.00 para los certificados de 0 BR, \$34.00 para los certificados de 1 BR, \$37.00 para los certificados de 2 BR, \$48.00 para los certificados de 3 BR y \$57.00 para los certificados de 4 BR.

- 4- **Presupuesto Anual Solicitado:** Es la suma del presupuesto mensual solicitado, del gasto por utilidades y del gasto administrativo multiplicado por doce.

TABLA 2 - PRESUPUESTO

MUNICIPIO DE FAJARDO

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$408.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$444.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$493.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$717.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$864.00 HAP: \$ Utilidades: \$				
TOTAL					

MUNICIPIOS DE MAYAGÜEZ Y HORMIGUEROS

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$386.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$419.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$465.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$556.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$767.00 HAP: \$ Utilidades: \$				
TOTAL					

MUNICIPIO DE ISABELA

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$339.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$369.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$409.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$526.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$589.00 HAP: \$ Utilidades: \$				
TOTAL					

MUNICIPIO DE JAYUYA

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$331.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$358.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$399.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$547.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$593.00 HAP: \$ Utilidades: \$				
TOTAL					

MUNICIPIO DE SAN GERMAN

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$336.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$349.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$404.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$528.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$570.00 HAP: \$ Utilidades: \$				
TOTAL					

MUNICIPIO DE YAUCO

Número de Habitaciones	Renta de Mercado Razonable	Número de Certificados Solicitados	Presupuesto Mensual Solicitado	Gasto por Utilidades	Presupuesto Anual Solicitado
0 Dormitorio	\$332.00 HAP: \$ Utilidades: \$				
1 Dormitorio	\$351.00 HAP: \$ Utilidades: \$				
2 Dormitorios	\$399.00 HAP: \$ Utilidades: \$				
3 Dormitorios	\$503.00 HAP: \$ Utilidades: \$				
4 Dormitorios	\$640.00 HAP: \$ Utilidades: \$				
TOTAL					

Obtaining a DUNS Number A Guide for Federal Grant and Cooperative Agreement Applicants

The Federal government requires that all applicants for Federal grants and cooperative agreements with the exception of individuals other than sole proprietors have a DUNS number. (See policy at: http://www.omb.gov/grants/grants_docs). The Federal government will use the DUNS number to better identify related organizations that are receiving funding under grants and cooperative agreements, and to provide consistent name and address data for electronic grant application systems.

Data Universal Numbering System (DUNS) Number:

- The Data Universal Numbering System (DUNS) number is a unique nine character identification number provided by Dun & Bradstreet (D&B).
- The DUNS Number is site-specific and division specific. Therefore, each physical location of an entity will have its own DUNS Number. Further, each separate division or branch of an entity will have its own, unique DUNS Number. Through DUNS Number linkage, these unique DUNS Number will roll up to the Headquarters or Office level that oversees the branch or division.
- Business entities, self-employed individuals (doctors, lawyers, etc. who are engaged in a specific business activity), sole-proprietors, partnership, non-profit and charitable organizations are eligible for a DUNS Number.

Assignment of a DUNS Number is absolutely **FREE** for all entities required to register with the federal government by a regulatory agency. This includes federal contractors and prospective government vendors.

To obtain your DUNS Number:

Please call the government dedicated, DUNS Number self-request line at:

1-866-705-5711

The process to request a DUNS Number takes about 5-10 minutes.

You will need to provide the following data elements to obtain a DUNS Number

- Legal Name
- Tradestyle, doing business as (dba), or other name in which your entity is commonly recognized
- Physical Address, City, State and Zip Code
- Mailing Address (if separate)
- Telephone Number
- Contact Name
- SIC Code (Line of Business)
- Number of Employees at your location
- Headquarters name and address (Reporting relationship within your entity)

Exhibit X: Table 1 Housing, Homeless and Special Needs

State Consolidated Plan



for housing & Community
Development Programs
2010-2014 and Action Plan 2010

Table 1 Housing, Homeless and Special Needs (Required)

Housing Needs

Household Type	Elderly Renter	Small Renter	Large Renter	Other Renter	Total Renter	Owner	Total
0 –30% of MFI	16,484	60,060	20,345	22,920	122,809	168,123	290,932
%Any housing problem	42.5	59.3	82.6	44.4	58.1	66.6	63
%Cost burden > 30	35.4	42.2	43.0	34.0	39.9	53.4	47.7
%Cost Burden > 50	26.8	35.7	33.6	30.3	33.1	40.1	37.2
31 - 50% of MFI	10,955	27,255	10,598	6,100	54,905	121,678	176,583
%Any housing problem	42.9	63.3	83.6	57.6	62.5	55.9	58
%Cost burden > 30	36.8	46.0	37.5	50.2	43.0	40.2	41.1
%Cost Burden > 50	21.7	21.6	15.0	30.3	21.3	25.0	23.8
51 - 80% of MFI	7,898	31,406	10,389	8,920	58,612	158,300	216,912
%Any housing problem	42.5	52.8	74.3	52.9	55.2	49.8	51.3
%Cost burden > 30	34.6	36.4	22.8	43.7	32.7	32.8	32.8
%Cost Burden > 50	12.3	6.5	3.4	13.3	7.8	15.5	13.4

Homeless Continuum of Care: Housing Gap Analysis Chart

	Current Inventory	Under Development	Unmet Need/ Gap*
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Individuals

Beds	Emergency Shelter	419	41	206
	Transitional Housing	1,028	105	312
	Permanent Supportive Housing	559	143	208
	Total	2,006	289	726
Chronically Homeless	243	138	N/A	

Persons in Families With Children

Beds	Emergency Shelter	194	0	93
	Transitional Housing	346	24	117
	Permanent Supportive Housing	697	104	121
	Total	1237	128	331

Continuum of Care: Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total		
	Emergency	Transitional				
Number of Families with Children (Family Households)			36	36		
1. Number of Persons in Families with Children			108	108		
2. Number of Single Individuals and Persons in Households without Children	286	512	799	1,597		
(Add lines Numbered 1 & 2 Total Persons)	286	512	907	1,705		
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total		
a. Chronically Homeless	511				534	1,045
b. Seriously Mentally Ill	384					
c. Chronic Substance Abuse	1,006					
d. Veterans	41					
e. Persons with HIV/AIDS	159					
f. Victims of Domestic Violence	265					
g. Unaccompanied Youth (Under 18)	1					

*This variable (un met needs), includes data only from the Coalition of Coalitions.

Table 1 Housing, Homeless and Special Needs

Special Needs (Non-Homeless) Subpopulations	Unmet Need
1. Elderly	80,442
2. Frail Elderly	N/A
3. Severe Mental Illness	N/A
4. Developmentally Disabled	N/A
5. Physically Disabled	N/A
6. Persons w/Alcohol/Other Drug Addictions	N/A
7. Persons w/HIV/AIDS	N/A
8. Victims of Domestic Violence	N/A
9. Other	