


CONTRACT ROUTING SHEET

Date Prepared: June 22, 2011

Need Date: July 14, 2011

PROCESSING DEPARTMENT:

Department: Human Services
Dept. Contact: Ren Scammon
Phone #: Ext. 4852
Department: HCED Programs
Head Signature: 


CONTRACTOR:

Name: _____
Address: _____
Phone: _____


CONTRACTING DEPARTMENT: (contracts have been approved and executed)

Service Requested: Approve
Contract Term: _____ Contract Value: \$0.00
Compliance with Human Resources requirements? Yes: _____ No: _____
Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: ✓ Disapproved: _____ Date: 7-18-11 By: 
Approved: _____ Disapproved: _____ Date: _____ By: _____

The Department of Human Services, HCED Programs, administers the County's Housing Rehabilitation Loan Programs with Community Development Block Grant (CDBG) funds under contract # 10-STBG-6711 and the First Time Homebuyers Loan Programs with Home Investment Partnership (HOME) grant funds under contract # 10-HOME-6850. The California Department of Housing and Community Development (HCD) has reviewed and approved amendments to the program guidelines pending a public hearing and approval by the Board of Supervisors. Human Services recommends the Board approve amendments to program guidelines to ensure compliance with HCD requirements.

 N/A

~~PLEASE FORWARD TO RISK MANAGEMENT. THANKS!~~

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____
Approved: _____ Disapproved: _____ Date: _____ By: _____