

2018 Monitoring Summary  
(PSH / RRH / SH / TH)

Project Name: SPC-TRA

Agency Name: ADCH

Does the PEM committee recommend a PIP for this project?  No  Yes  
If yes, check the item(s) needing to be address by a PIP.

- \*  LOCCS draws have not been occurring at least quarterly for the most recent 12 months
- Agency has not had a financial review / audit
- Project has not implemented Housing First / Low Barrier policies / procedures
- Project's agency does not have voting privileges in TPCH General Council
- Project does not use HMIS / HMIS-comparable database.
- Project has not corrected any HUD findings.
- Recipient hasn't monitored sub-recipient(s) within the last 12 months.
- \*  Sub-recipient has unresolved issues from recipient's most recent monitoring.
- Agency does not have a current SAM registration\*
- Agency's financial management system does not meet federal standards (2 CFR 200.302)\*

Date reviewed by PEM Committee: 5.16.18

Did project representative attend PEM review?  Yes  No

Date reviewed by TPCH Board: \_\_\_\_\_

Does TPCH Board agree that PIP is appropriate?  Yes  No  N/A

PIP is due to PEM within 30 days of TPCH Board review.

Date PEM received PIP from project: \_\_\_\_\_

Issues must be resolved within 90 days of sending PIP to PEM Committee.

Date PEM received resolution(s) from project: \_\_\_\_\_

Date PEM reviewed resolution: \_\_\_\_\_

Date PEM reported resolution to Board: \_\_\_\_\_

\* The project did not provide documentation that LOCCS draws were made between 12.1.17 - 2.28.18.

\*\* The sub-recipient did not provide documentation that all findings were resolved from most recent monitoring by the recipient.

## Settle Madden

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**From:** Sasha Hawman  
**Sent:** Monday, July 2, 2018 2:22 PM  
**To:** Settle Madden; Heidi DeDanaan  
**Cc:** Joy Johnson; Karia Basta; Jennifer Dixon  
**Subject:** Performance Improvement Plan and documents for SPC-TRA  
**Attachments:** 20180702125252916.pdf

Settle and Heidi,  
ADOH's Performance improvement include two items for SPC-TRA:

1. Provide documentation from eLOCCS that a draw was made between 12/1/17-2/28/18.
  - a. Please see attached document that fulfills this request.
2. Provide documentation that the FY17 monitoring findings have been resolved.
  - a. Please see the email below provided by ADOH regarding the findings and how they have been corrected.

If you have any questions, comments or concerns, please don't hesitate to contact everyone associate with this email.

Thank you,

Sasha Hawman, MPA, BS  
Housing Programs Manager  
Community Partners Integrated Healthcare  
2502 N. Dodge Blvd. STE 130  
O: (520) 901-6818 |  
[sasha.hawman@communitypartnersinc.org](mailto:sasha.hawman@communitypartnersinc.org)  
[Communitypartnersinc.org](http://Communitypartnersinc.org)



*Caring for All of You*

**From:** Joy Johnson [mailto:joy.johnson@azhousing.gov]  
**Sent:** Monday, July 2, 2018 2:13 PM  
**To:** Sasha Hawman <Sasha.Hawman@communitypartnersinc.org>  
**Subject:** RE: Monitoring Response Letter

Thanks Sasha,

I have reviewed all submitted documentation in response to my monitoring visit letter and all findings have been corrected. This closes out my monitoring process for 2017.

*Joy Johnson*

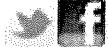
Special Needs/Fair Housing Programs Specialist



Arizona  
Department  
of Housing



1110 West Washington Street, Suite 280  
Phoenix, AZ 85007  
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602/771-1000 Main Line  
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[www.azhousing.gov](http://www.azhousing.gov)



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**From:** Sasha Hawman <[Sasha.Hawman@communitypartnersinc.org](mailto:Sasha.Hawman@communitypartnersinc.org)>  
**Sent:** Monday, July 2, 2018 12:28 PM  
**To:** Joy Johnson <[joy.johnson@azhousing.gov](mailto:joy.johnson@azhousing.gov)>  
**Subject:** RE: Monitoring Response Letter

The other issues if I remember right were the smoke detectors and both had the battery replaced and were working.

In regards to Conger. The member is currently in compliance.

Thank you,

Sasha Hawman, MPA, BS  
Housing Programs Manager  
Community Partners Integrated Healthcare  
2502 N. Dodge Blvd. STE 130  
O: (520) 901-6818 |  
[sasha.hawman@communitypartnersinc.org](mailto:sasha.hawman@communitypartnersinc.org)  
[Communitypartnersinc.org](http://Communitypartnersinc.org)



*Caring for All of You*

**From:** Joy Johnson [<mailto:joy.johnson@azhousing.gov>]  
**Sent:** Monday, July 2, 2018 12:18 PM  
**To:** Sasha Hawman <[Sasha.Hawman@communitypartnersinc.org](mailto:Sasha.Hawman@communitypartnersinc.org)>  
**Subject:** FW: Monitoring Response Letter

Sasha,

Before I can send you a letter for TPCH regarding my monitoring, there are issues unresolved. In your letter dated July 6, 2017, responding to my monitoring visit letter, there are two issues mentioned that I don't have information on whether or not they were completed. W. Conger needed a new lease and you state at the end of the letter that a couple of items did not get resolved. I only see the one with Conger (he is in SPC Rural). See below too.

**From:** Joy Johnson  
**Sent:** Monday, July 17, 2017 7:20 AM  
**To:** 'Sasha Hawman' <[Sasha.Hawman@communitypartnersinc.org](mailto:Sasha.Hawman@communitypartnersinc.org)>  
**Subject:** RE: Monitoring Response Letter

Thanks Sasha; I hope your conference is informative.

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**From:** Sasha Hawman [<mailto:Sasha.Hawman@communitypartnersinc.org>]  
**Sent:** Saturday, July 15, 2017 9:45 AM  
**To:** Joy Johnson <[joy.johnson@azhousing.gov](mailto:joy.johnson@azhousing.gov)>  
**Subject:** RE: Monitoring Response Letter

Joy I am so sorry for getting back to you so late. I checked both those member's files, and indeed the assessments were signed and dated. I definitely understand that they have to be annually completed and dating them is imperative.

I just wanted to give you a heads up, I will be in DC next week for the NAEH conference. I will have access to emails but won't be able to follow up on things really.

I will have one of the admin housing specialist follow up on the couple of other issues that weren't resolved yet. I will keep you informed of our ongoing progress.

Thank you so much and have a great weekend.

Sasha Hawman, MPA, PSS :: Housing Programs Manager  
Direct 520.901.6818 | Email [sasha.hawman@communitypartnersinc.org](mailto:sasha.hawman@communitypartnersinc.org)  
Community Partnership, Inc. | 2502 N. Dodge Blvd. Tucson AZ 85716

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**From:** Joy Johnson [<mailto:joy.johnson@azhousing.gov>]  
**Sent:** Friday, July 7, 2017 10:01 AM  
**To:** Sasha Hawman <[Sasha.Hawman@communitypartnersinc.org](mailto:Sasha.Hawman@communitypartnersinc.org)>  
**Subject:** Monitoring Response Letter

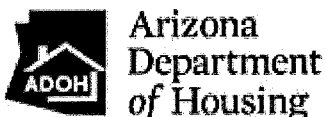
Hi Sasha,

There are two issues that I want to ensure were resolved. One of the issues with H. [REDACTED] and S. [REDACTED] was that the assessments were not signed or **dated**. Because they have to be completed annually, it is imperative that they be dated to prove this point. You did not mention in your letter that the assessments were dated. Will you check that for these two participants and let me know.

I will also keep these contracts open until the unresolved issues mentioned in your letter have been resolved.

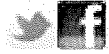
Thank you.

*Joy Johnson*  
Special Needs/Fair Housing Programs Specialist



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**ARIZONA DEPARTMENT OF HOUSING**  
**Payment Voucher Entry**

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<b>eLOCCS</b>		<b>U.S. Department of Housing and Urban Development</b>		
<b>SNAP</b> Special Needs Assistance		Office of Community Planning and Development		
<b>Payment Voucher</b>				
Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.				
HUD implemented the Line of Credit Control System (eLOCCS) to process requests for payments to grantees. Grant recipients should fill out a voucher form for the applicable HUD program with all the necessary information prior to the drawdown process. This information is required to obtain benefits under the U.S. Housing Act of 1937, as amended. The information requested does not lend itself to confidentiality.				
1. Voucher Number <b>501-*****</b>	2. LOCCS Pgrm Area <b>SNAP</b>	3	4	
5. Voice Response No. <b>n/a</b>	6. Grantee Organization <b>ARIZONA DEPARTMENT OF HOUSING</b>			
8. Grant or Project No. <b>AZ0043L9T011609</b>	6a. Grantee Organization TIN <b>86-6004791</b>			
<b>BLI</b>	<b>Name</b>	<b>Authorized</b>	<b>Available Drawdown Balance</b>	<b>BLI Drawdown Amount</b>
<b>1040</b>	<b>Rental Assistance</b>	<b>876,240.00</b>	<b>236,906.94</b>	0.00
<b>1060</b>	<b>Administrative</b>	<b>79,648.00</b>	<b>13,620.40</b>	0.00
<b>Total:</b>		<b>955,888.00</b>	<b>250,527.34</b>	0.00
I certify the data reported and funds requested on this voucher are correct and the amount requested is not in excess of immediate disbursement needs for this program. In the event the funds provided become more than necessary, such excess will be promptly returned, as directed by HUD.				
11. Name & Phone Number of Person completing this form  <b>KRISTY DODGE</b>		12. Name & Title of Authorized Signatory		
		13. Signature	14. Date of Request <b>07-02-2018</b>	
<b>Warning:</b> 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)				
form HUD-50080-SNAP-a (4/2000)				



ARIZONA DEPARTMENT OF HOUSING  
Voucher Information

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Grant: AZ0043L9T011609 (SNAP) Special Needs Assistance

[Printable voucher](#)

Voucher No:	501- 00370931	eLOCCS Entered by:	Miscellaneous KRISTY DODGE on 02-08-2018 at 09:53 EST
Amount:	\$131,175.53	Bank Name:	Deposit Information BANK OF AMERICA
Status:	Paid	Est Deposit on:	Mon 02-12-2018
BLI	Line Item Name	Amount	
1040	Rental Assistance	124,042.37	
1060	Administrative	7,133.16	
		<b>Total:</b>	<b>131,175.53</b>



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