



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

28252

DATE: July 10, 2012

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner, Department of Social Services

SUBJECT: Authority to enter into an agreement with the United States Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$345,652 to be used to pay for work and services related to the County’s Homeless Management Information System, under HUD’s Supportive Housing Program, for the period February 1, 2012 through January 31, 2013

Authority is respectfully requested from your Honorable Board for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), to enter into an agreement with the United States Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$345,652 under HUD’s Supportive Housing Program to pay for work and services related to the County’s Homeless Management Information System (“HMIS”) for the period February 1, 2012 through January 31, 2013.

I certify that my department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the “Grant Terms”), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

The proposed agreement will serve a public purpose by providing the funds necessary for the County to pay for work and services related to the County’s HMIS, which is designed to track and monitor the placement and status of the homeless clients of the Department and thereby better serve them.

The goals and objectives of the proposed agreement are to provide the funds necessary for the County to pay for work and services related to the County's HMIS.

The goals and objectives of the proposed agreement are in the best interests of the County in terms of fiscal responsibility, as the proposed agreement will make available to the County the funds necessary for the County to pay for work and services related to the County's HMIS. The goals and objectives of the proposed agreement are also in the best interests of the County in terms of public health and safety, as the County's HMIS, which will be funded by the proposed agreement, is designed to track and monitor the placement and status of the homeless clients of the Department and thereby better serve them.

The goals and objectives of the proposed agreement will be tracked and monitored by the Department, in accordance with the requirements of HUD. Submission of Annual Progress Reports to HUD is required for receiving the funding to be provided under the proposed agreement. These multi-page Annual Progress Reports capture statistical data on those served, the various categories they fall into, the milestones reached, the money expended, etc., which must match the program outlined in the Department's Technical Submission.

The proposed agreement does not constitute procurement. Accordingly, the provisions of the Westchester County Procurement Policy do not apply.

I respectfully recommend your Honorable Board's approval of the attached Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION
2012-2013 COUNTY CLERK SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services, is hereby authorized to enter into an agreement with the United States Department of Housing and Urban Development ("HUD") in order to accept a grant in the amount of \$345,652 under HUD's Supportive Housing Program to pay for work and services related to the County's Homeless Management Information System ("HMIS") for the period from February 1, 2012 through January 31, 2013; and be it further

RESOLVED, that the County Executive, or his authorized designee, is authorized to execute any and all documents necessary to effectuate the purposes hereof.

Account to be Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	688M	9852	T688	\$345,652

Budget Funding Year(s): 2012
(must match resolution)

Start Date: 02/01/12

End Date: 01/31/13

Funding Source
\$345,652
(must match resolution)

Tax Dollars:
State Aid:
Federal Aid: 100%
Other: