



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

36292

DATE: October 4, 2013

TO: Board of Acquisition and Contract

FROM: Kevin M. McGuire
Commissioner of Social Services

SUBJECT: Authority for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”) to 1) enter into a renewal grant agreement with the U.S. Department of Housing and Urban Development (HUD) to receive and administer a grant for \$107,001 (the “grant”) to continue funding for a supportive housing program to provide transitional housing and supportive services program for domestic violence victims (the “transitional housing program”) for a term November 1, 2013 through October 31, 2014 and 2) enter into a separate agreement with HOPE Community Services, Inc. for the operation of the transitional housing program for the aforementioned term

The Westchester County Department of Social Services (the “Department”) has been notified of a renewal grant award in the amount of \$107,001 (Grant No. NY0624L2T041204) (the “grant”) from the U.S. Department of Housing and Urban Development (HUD) pursuant to HUD’s “Continuum of Care” project, to continue funding for a supportive housing program to provide transitional housing and supportive services to domestic violence victims (the “transitional housing program”) for a period November 1, 2013 through October 31, 2014.

Authority is therefore requested for the County of Westchester (the “County”), acting by and through the Department, to enter into a renewal grant agreement with HUD to receive and administer the grant for a term November 1, 2013 through October 31, 2014.

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) will comply with all of the Grant Terms.

The grant agreement with HUD is not a procurement and therefore the provisions of the Westchester County Procurement Policy do not apply.

Authority is also requested for the County, acting by and through the Department, to enter into a separate agreement with HOPE Community Services, Inc. ("HOPE") as HUD's designated sub-recipient for the operation of the transitional housing program for a term from November 1, 2013 through October 31, 2014 and for a not-to-exceed amount of \$107,001.

Matching funds in the amount of \$5,950, as required by the grant will be provided by HOPE and therefore the agreement will be at no cost to the County.

Both aforementioned agreements **serve a public purpose** by providing victims of domestic violence with the ability to transition their housing from the streets, homeless shelters, emergency domestic violence shelters or residing with their abusers, to permanent housing and with support services to enable their future economic self sufficiency.

The **goals and objectives** of the proposed agreement between the County and HUD shall be to provide the funding, pursuant to the grant, to continue the program to provide domestic violence victims with transitional safe haven housing and vital support services.

The **goals and objectives** of the proposed agreement between the County and HOPE shall be for HOPE's actual operation of the program as aforementioned to house nine (9) individuals and/or families in nine (9) scattered site apartments leased by HOPE using grant funds, and to provide supportive services to these individuals and/or families.

The goals and objectives of both proposed agreements are in the County's **best interests** regarding **fiscal responsibility** as they respectfully provide the funding for and operation of the transitional housing program that transitions domestic violence victims from County subsidized homeless and domestic violence shelters to permanent housing and economic self sufficiency that correspondingly reduces the County's public assistance expenditures.

The goals and objectives of the proposed agreements are also in the County's **best interests** regarding **public health and safety** as they respectfully provide the funding for and the operation of the transitional housing program that promotes safer communities by providing program participants and their children with continued access to abuse free safe and secure environments, the ability to foresee future abusive relationships and the breaking of inter-generational cycles of violence through HOPE's children's prevention and outreach programs.

Performance measurement indicators for this transitional housing program shall be as follows:

Goal: Obtain and remain in permanent housing:

- At least 71% of participants who exit will be living in permanent housing at program exit.

Goal: Increase skills and income:

- At least 36% of participants exiting the program will have maintained or increased their income compared to the baseline at intake.

The **goals and objectives** of the proposed agreement **between the County and HUD shall be tracked and monitored** by the County's required submission of Annual Progress Reports (APR's) to HUD that shall include the results for the performance measurement indicators as aforementioned.

The **goals and objectives** of the proposed agreement **between the County and HOPE shall be tracked and monitored** by HOPE's submission of progress reports to the County that shall include the results for the performance measurement indicators as aforementioned and with HOPE additionally maintaining goal tracking sheets in each participant's file to document the participant's progress at various points during their participation in the program and upon exiting the program.

The program will continue to provide housing and services to a total of nine individuals and/or families who are victims of domestic violence at any given time. As individuals/families transition off the program and into permanent housing, units are filled with new individuals/families in need of transitional housing and support services.

The proposed agreement with HOPE is exempt from the Westchester County Procurement Policy (the "Procurement Policy") pursuant to Procurement Policy Section 3(a)(xii). Because HOPE Community Services, Inc. ("HOPE") is a designated sub-recipient in accordance with the terms of the grant agreement, the agreement with HOPE Community Services is exempt from the application of the Federal Common Grant Rule.

Accordingly, authority is hereby requested for the County, acting by and through the Department, to enter into agreements with HUD and HOPE for the purposes stated above.

A resolution requesting same is attached herewith for your Honorable Board's approval.

KMM/PS/lac

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 (the "Department"), is hereby authorized to enter into a renewal grant agreement with the U.S. Department of Housing and Urban Development ("HUD") to receive and administer a grant (Grant No. NY0624L2T041204) in the amount of \$107,001 (the "grant") to continue funding for a supportive housing program that provides transitional housing and supportive services to domestic violence victims (the "transitional housing program") for a term November 1, 2013 through October 31, 2014, and be it further

RESOLVED, that the County, acting by and through the Department, is hereby authorized to enter into a separate agreement with HOPE Community Services, Inc. for the operation of the transitional housing program for a term from November 1, 2013 through October 31, 2014 for a not-to-exceed amount of \$107,001 drawn from the aforesaid grant to be paid in accordance with an approved budget; and be it further

RESOLVED, that the County Executive, or his authorized designee, is authorized to execute any and all documents necessary to implement this Resolution.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	688N	9852	T688	\$107,001
263	22	688N	4380	T688	\$107,001

Budget Funding Year(s): 2013 -14
(must match resolution)

Start Date: 11/01/13

End Date: 10/31 /14

Funding Source

\$107,001 (Revenue)
\$107,001 (expense)
must match resolution)

Tax Dollars:

State Aid:
Federal Aid: 100%
Other: