



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

48066

DATE: August 11, 2015

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 \$720,094 pursuant to HUD’s Continuum of Care Program and utilize those grant funds to enter into an Agreement with Westhab, Inc. to provide permanent housing subsidies and case management services to parents between the ages of 18 and 24 and their children for the period from December 1, 2015 through November 30, 2016 for an amount not to exceed \$698,241.

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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 Continuum of Care Program grant in the amount of \$720,094. Authority is further requested to enter into an Agreement with Westhab, Inc. (“Westhab”) to utilize the Grant funds in the amount \$698,241 to provide permanent housing subsidies and intensive case management services to approximately 32 parents between the ages of 18 and 24 and their families, all of the families will have one or more disabled family members pursuant to HUD’s Supportive Housing Program for the period from December 1, 2015 through November 30, 2016 (the “Agreement”). The County will retain the remaining \$21,853 from the grant for administrative costs. The matching funds will be provided by the vendor in accordance with the terms of the Grant Agreement.

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.) and will comply with all of the Grant Terms.

The grant agreement with HUD is not a procurement therefore the provisions of the Westchester County Procurement Policy do not apply. In 2012, the agreement with Westhab was awarded pursuant to a Request for Proposals (“RFP”) which was issued in September of 2012 by the Westchester County Partnership for the Homeless which coordinates the consolidated grant application annually to HUD’s Continuum of Care for the Homeless program on behalf of the County, the City of Yonkers, the City of Mount Vernon, the City of New Rochelle and the City of White Plains. Because this is a Renewal Grant, the Federal funding for this program is exempt from the Common Grant rules and may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a).

The proposed agreement will serve a **public purpose** by providing permanent housing and supportive services to homeless young adults between the ages of 18 and 24 and their families with a head of household recovering from mental illness or substance abuse and/or developmental issues and provide intensive supportive services to provide them with instruction in basic life skills and parenting skills.

**The goals and objectives** of the proposed agreement are to provide permanent housing to help homeless households avoid dependency on social services, and develop the skills necessary to increase their chances at moving toward self-sufficiency.

**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 to implement the aforementioned program. The goals and objectives of the proposed agreement are also in the best interests of the County in terms of both fiscal responsibility and public health and safety as the programs funded by the proposed agreement will be aimed at ensuring the well being and safety of the targeted population and addressing the issues of homelessness and welfare dependency in the County which can reduce the costs associated with social services provided by the County.

**The goals and objectives of the proposed agreement will be tracked and monitored** by the Department in accordance with the requirements of HUD. The Department will be required to submit Annual Progress Reports to HUD as a requirement of 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.

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

KMM/DI

**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 \$720,094 and to enter into an agreement with Westhab, Inc. (“Westhab”) to provide permanent housing subsidies and intensive case management services to approximately 32 parents between the ages of 18 and 24 and their families, all of the families will have one or more disabled family members pursuant to HUD’s Supportive Housing Program in an amount not to exceed \$698,241 for the period from December 1, 2015 through November 30, 2016; 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	688Q	9852	T688	\$720,094
263	22	688Q	4380	T688	\$698,241

Budget Funding Year(s): 2015-16 Start Date: 12/01/15 End Date: 11/30/16  
 (must match resolution)

Funding Source

\$720,094 (Revenue)  
\$698,241 (Expense)  
 (must match resolution)

Tax Dollars:

State Aid:  
 Federal Aid: 100%  
 Other: