

Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**51693**

DATE: April 5, 2016

TO: Board of Acquisition and Contract

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

SUBJECT: **Authority to extend the term of a grant agreement with the United States Department of Housing and Urban Development (“HUD”) in the amount of \$102,000 under HUD’s Supportive Housing Program for the period from February 1, 2015 through January 31, 2016 for an additional one month to end on February 29, 2016 and to extend the term of the Agreement with Westhab, Inc. to provide the Apartment Finding Initiative utilizing the grant funds for the period from February 1, 2015 through January 31, 2016 for an additional one month to end on February 29, 2016 at no cost to the County**

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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 extend for an additional month, a grant agreement with the United States Department of Housing and Urban Development (“HUD”) whereby the County accepted a Supportive Housing Program grant in the amount of \$102,000. Authority is further requested to extend for an additional month an Agreement with Westhab, Inc. (“Westhab”) to utilize the Grant funds to provide the Apartment Finding Initiative which should place approximately 100 households per year in private rental housing units by engaging and educating landlords, brokers, and management companies about the different housing subsidy programs and connecting them with recipients of those programs pursuant to HUD’s Supportive Housing Program in the amount of \$101,000 for the period from February 1, 2015 through January 31, 2016 (the “Agreement”). The termination dates of both the Grant Agreement and the Agreement with Westhab are requested to be extended from January 31, 2016 to February 29, 2016.

All other terms and conditions of the Grant Agreement and the Agreement shall remain in full force and effect.

The grant agreement with HUD is not a procurement and therefore the provisions of the Westchester County Procurement Policy do not apply. Because this is a Renewal Grant, the Federal funding for this program is exempt from the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) and may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a).

The proposed extensions of the agreements will serve a **public purpose** by providing permanent housing as well as supportive services to homeless families.

**The goals and objectives** of the proposed extension agreements 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 extension agreements are in the best interests of the County in terms of fiscal responsibility** as the proposed agreements will make available to the County the funds necessary to implement the aforementioned program. Further, the goals and objectives of the proposed agreement are also in the best interests of the County in terms of both public health and safety as the programs funded by the proposed agreements 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 extension agreements 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 extend for an additional month an agreement with the United States Department of Housing and Urban Development (“HUD”) whereby the County accepted a grant in the amount of \$102,000 ( the “Grant Agreement”) and to extend for an additional month an agreement with Westhab, Inc. (“Westhab”) to provide the Apartment Finding Initiative which placed approximately 100 households per year in private rental housing units by engaging and educating landlords, brokers and management companies about the different housing subsidy programs and connecting them with recipients of those programs pursuant to HUD’s Supportive Housing Program in an amount not to exceed \$101,000 (the “Agreement”) funded through the aforesaid grant each for the period from February 1, 2015 through January 31, 2016 by extending the termination dates of the Grant Agreement and the Agreement through February 29, 2016 and be it further

**RESOLVED**, that all other terms and conditions of the Grant Agreement and the Agreement shall remain in full force and effect: 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
N/A	N/A	N/A	N/A	N/A	N/A

Budget Funding Year(s): N/A      Start Date: N/A      End Date: 02/29/2016  
 (must match resolution)

\$N/A      Tax Dollars: N/A  
 (must match resolution)      State Aid: N/A  
    Federal Aid: N/A  
    Other: