



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

**58097**

DATE: July , 2017

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”) pursuant to which HUD will provide funds in the amount of \$577,438 through a Renewal Grant to the County in order for the County to implement a program under HUD’s DSS Samaritan Initiative Program described below, and

Authority to enter into an Agreement with Westhab, Inc. (“Westhab”) as sub-recipient in the amount not to exceed \$558,550 for the period from October 1, 2017 through September 30, 2018 to provide 24 permanent housing units in various locations to chronically homeless disabled single adults drawn from emergency shelters and the streets and to provide counseling and other services to these clients.

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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”) pursuant to which HUD will provide funds in the amount of \$577,438 through a Renewal Grant to the County in order for the County to implement a program under HUD’s DSS Samaritan Initiative Program to provide housing, counseling and other services to chronically homeless disabled single adults.

Authority is further respectfully requested for the County to enter into an Agreement with Westhab, Inc. (Westhab) in the amount not to exceed \$558,550 pursuant to which Westhab will provide 24 permanent housing units in various locations to chronically homeless disabled single adults drawn from emergency shelters and the streets and to provide counseling and other services to these clients for the period from October 1, 2017 through September 30, 2018.

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 Federal funding for this program is exempt from the Common Grant rules as this is a Renewal Grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). In addition Westhab is a subrecipient pursuant to the grant agreement and therefore the Common Grant rules do not apply. Finally, the grant agreement with HUD is not a procurement and the agreement with Westhab is exempt from the provisions of the Westchester County Procurement Policy pursuant to Sections 3(a)(xi) and 3(a)(xiv) thereof.

The proposed agreement will serve a public purpose by providing 24 permanent housing units in various locations to chronically homeless disabled single adults drawn from emergency shelters and the streets. The project also provides housing counseling and life skills training for participants including education on tenant rights and responsibilities, budgeting, maintaining positive relationships with neighbors and the landlord, maintaining the cleanliness of the housing unit, and other life skills needed for successful transition to independent living and housing retention with the ultimate goal of increasing their stability and self-sufficiency.

The goals and objectives of the proposed agreement are to provide 24 permanent housing units in various locations to chronically homeless disabled single adults drawn from emergency shelters and the streets and to provide counseling and other services to these clients.

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 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/jrc

**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”) pursuant to which HUD will provide funds in the amount of \$577,438 through a Renewal Grant to the County in order for the County to implement a program under HUD’s DSS Samaritan Initiative Program to provide housing, counseling and other services to chronically homeless disabled single adults; and be it further

**RESOLVED**, that the County is hereby authorized to enter into an agreement with Westhab, Inc. in the amount not to exceed \$558,550 for the period from October 1, 2017 through September 30, 2018 to provide 24 permanent housing units in various locations to chronically homeless disabled single adults drawn from emergency shelters and the streets and to provide counseling and other services to these clients; 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	688S	9352	T688	\$577,438
263	22	688S	4380	T688	\$558,550

Budget Funding Year(s): 2017-18 Start Date: 10/01/2017 End Date: 09/30/2018  
(must match resolution)

Funding Source

\$577,438 (revenue)  
\$558,550 (expense)  
(must match resolution)

Tax Dollars:

State Aid:  
Federal Aid: 100%  
Other: