

[62759]

DATE: April 17, 2018

TO: Board of Acquisition and Contract

FROM: Michael Orth, MSW, Commissioner  
Department of Community Mental Health

SUBJECT: Authority to:

- 1.) Enter into an agreement with the United States Department of Housing and Urban Development in order to accept a grant in the amount of \$91,464.00 under its Continuum of Care program, to be used to pay for a rental assistance project known as the DCMH Vet Home 03 Project which will provide six (6) housing units to chronically homeless individuals diagnosed with and affected by severe mental illness, for the period from March 1, 2018 through February 28, 2019, and
- 2.) Enter into a sub-grant agreement with Westhab, Inc., pursuant to which it will provide services for the operation and management of the above-described rental assistance project, for the period from March 1, 2018 through February 28, 2019, for a sub-grant amount not-to-exceed \$89,655.00.

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Authority is requested for the County of Westchester (the "County") 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 \$91,464.00 under HUD's Continuum of Care program (the "Grant"), to be used to pay for a rental assistance project known as the DCMH Vet Home 03 Project which will provide six (6) housing units to chronically homeless individuals diagnosed with and affected by severe mental illness (the "DCMH Vet Home 03 Project"), for the period from March 1, 2018 through February 28, 2019 (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.) can and will comply with all of the Grant Terms.

Authority is also requested for the County to enter into a sub-grant agreement with Westhab, Inc. ("Westhab"), pursuant to which the County will sub-grant to Westhab an amount not-to-exceed \$89,655.00 from the Grant and Westhab will use the funds to provide services for the operation and management of the DCMH Vet Home 03 Project, for the period from March 1,

2018 through February 28, 2019 (the "Sub-grant Agreement"). The Sub-grant Agreement will provide that Westhab will contribute an in-kind match amount of \$22,866.00.

The \$1,809.00 in funds that HUD will provide to the County under the Grant Agreement that will not be provided to Westhab under the Sub-Grant Agreement will be retained by the County to pay for the administration of the Grant.

The proposed Grant Agreement will serve a public purpose by providing the funds necessary for the DCMH Vet Home 03 Project. The proposed Sub-grant Agreement will serve a public purpose by providing the County with services for the DCMH Vet Home 03 Project.

The goal and objective of the proposed Grant Agreement is to provide the funds necessary for the DCMH Vet Home 03 Project. The goal and objective of the proposed Sub-grant Agreement is to provide the County with services for the DCMH Vet Home 03 Project.

The goal and objective of the proposed Grant Agreement is in the best interests of the County in terms of fiscal responsibility and public health and safety, as the proposed Grant Agreement will make available to the County federal funds for the DCMH Vet Home 03 Project that will provide six (6) housing units to chronically homeless individuals diagnosed with and affected by severe mental illness, which will help ensure the health and safety of the persons housed in those units. The goal and objective of the proposed Sub-grant Agreement is in the best interests of the County in terms of public health and safety, as the County having the services it needs for the Rental Assistance Project will ultimately help ensure the health of such persons.

The goals and objectives of the proposed Grant Agreement and Sub-grant Agreement will be tracked and monitored by the Department of Community Mental Health.

Since the Grant Agreement authorizes the County to accept grant funding it does not constitute a procurement, and as such, the requirements of the Westchester County Procurement Policy do not apply. The Sub-grant Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)(xiv) thereof.

I respectfully recommend the adoption of the attached Resolution.

MO/TP/  
Attachment

## RESOLUTION

Upon a communication from the Commissioner of Community Mental Health, be it hereby

**RESOLVED**, that the County of Westchester (the "County") 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 \$91,464.00 under HUD's Continuum of Care program (the "Grant"), to be used to pay for a rental assistance project known as the DCMH Vet Home 03 Project which will provide six (6) housing units to chronically homeless individuals diagnosed with and affected by severe mental illness (the "DCMH Vet Home 03 Project"), for the period from March 1, 2018 through February 28, 2019; and be it further

**RESOLVED**, that the County is hereby authorized to enter into a sub-grant agreement with Westhab, Inc. ("Westhab"), pursuant to which the County will sub-grant to Westhab an amount not-to-exceed \$89,655.00 from the Grant and Westhab will use the funds to provide services for the operation and management of the DCMH Vet Home 03 Project, for the period from March 1, 2018 through February 28, 2019, with Westhab contributing an in-kind match amount of \$22,866.00 (the "Sub-grant Agreement"); and be it further

**RESOLVED**, that the Sub-grant Agreement is subject to County appropriations; and be it further

**RESOLVED**, that this Sub-grant Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Sub-grant Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Sub-grant Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this Sub-grant Agreement upon reasonable prior written notice; and be it further

**RESOLVED**, that the County Executive or his duly authorized designee is hereby authorized to execute any documents and take any actions reasonably necessary and appropriate to effectuate the purposes of this Resolution.

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Account to be  
Charged/Credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
	263	26	849T	4380	T849	89,655
2018	101	26	2000	1010		904
2019	101	26	2000	1010		181
	263	26	522T	Various	T522	603
	263	26	522U	Various	T522	121
	263	26	849T	9852	T849	89,655
2018	101	26	2000	9818		904
2019	101	26	2000	9818		181
	263	26	522T	9852	T522	603
	263	26	522U	9852	T522	121

Budget Funding Year(s): 2018-2019 Start Date: 3/01/18 End Date: 2/28/19  
(must match resolution)

Funding Source  
\$ 91,464  
(must match resolution)

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

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION - LISI MARIJAJ, SECRETARY