



**Robert P. Astorino**  
County Executive

Department of Social Services

Kevin P. Mahon  
Commissioner

**DATE:** January 27, 2010

**TO:** Board of Acquisition and Contract

**FROM:** Kevin P. Mahon  
Commissioner

**SUBJECT:** Resolution authorizing the County of Westchester, acting through and by its Department of Social Services, to enter into a Grant Agreement with the U.S. Department of Housing and Urban Development (HUD) to receive and administer a Grant in the amount of \$100,000 to be used in implementing a supportive housing program called the Apartment Finding Initiative for the period February 1, 2010 through January 31, 2011 and to enter into a separate agreement with Westhab, Inc. for the same period for an amount not to exceed \$100,000 to be paid in accordance with an approved program budget to operate the aforesaid program to outreach, identify and secure permanent affordable rental units for homeless and low income households, to develop new approaches to engage landlords in various rent subsidy programs and to secure a total of 100 units of private rental housing.

The Westchester County Department of Social Services has been notified of a renewal of a grant award in the amount of \$100,000 from the U. S. Department of Housing and Urban Development (HUD) for the period February 1, 2010 through January 31, 2011. The funds, in the amount of \$100,000, from this grant will, in turn, be transferred to Westhab, Inc. through a separate agreement for the same period to implement a supportive housing program called the Apartment Finding Initiative to outreach, identify, and secure permanent affordable rental units for homeless and low income households, to develop new approaches to engage landlords in various rent subsidy programs and to secure a total of 100 units of private rental housing. Payments will be made in accordance with an approved program budget.

This is a one-year grant renewal for the period February 1, 2010 through January 31, 2011. The delay in the submission of this resolution was due to the delay in receiving the award notification from the HUD.

The program to be operated pursuant to these agreements serves a **public purpose** of reducing the homeless population by facilitating the successful transition to self-sufficiency through the provision of affordable rental housing.

The **goals and objectives** of the aforesaid agreements are to provide housing assistance to needy Westchester families by educating and developing strategies with landlords, managing agents, realtors, and property owners in the County in order to utilize various rent subsidies. In addition, 100 units of private rental housing will be secured.

**The goals and objectives are also in the best interest of the County in terms of health and safety.** Individuals will benefit from living in apartments that provide stable safe places in which to reside. Children especially will benefit from avoiding or leaving the trauma of a displaced shelter life. The foundation of a private apartment will also help to nourish family life and thus make it more likely that families may successfully move toward self-sufficiency and better lives in general.

**The goals and objectives are in the best interests of the County in terms of fiscal responsibility** as they will help reduce the number of people on public assistance and the number of people receiving homeless placements. This will, in turn, reduce the financial burden on the County. The costs for housing homeless families and individuals are generally in excess of \$100 daily / \$3,000 monthly. The goals and objectives are also in the County's best interest as they will provide low-cost housing units to families who otherwise would not be able to afford them. Additionally, there is no tax levy cost to the County as funding for this program is through a grant from HUD.

The **negative consequences of not providing this service** could result in up to 100 families remaining homeless and therefore remaining dependent on public assistance and associated homeless services. Furthermore, failure to enter into this contract will result in a forfeiture of Federal funding specifically approved for this purpose.

The **goals and objectives will be monitored** by HUD and the Department. All HUD contracts are required to submit Annual Progress Reports (APRs) as a requirement to receive funding. These multi-page 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 Technical Submission. If the reports are not submitted, HUD may withhold the money. The Department would be using the same standards in authorizing payments to the vendor.

**The Department is pleased to report that under the current contract through December, 2009,** Westhab, Inc.'s Apartment Finding Initiative has held housing fairs and done staff outreaches and has been involved in making 134 placements into permanent housing, including 119 homeless families. This exceeds the goal of 100 families and represents 134% of the target.

The proposed agreements are exempt activities pursuant to Sections 3 (a) (iii) and 3 (a) xiv respectively of the Westchester County Procurement Policy.

Accordingly, authority is hereby requested for the County of Westchester, acting through and by its Department of Social Services, to enter into the aforesaid agreements for purposes stated above.

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

**RESOLUTION**

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

**RESOLVED**, that the County of Westchester, acting through and by its Department of Social Services, is hereby authorized to enter into a Grant Agreement with the U.S. Department of Housing and Urban Development (HUD) to receive and administer a Grant in the amount of \$100,000 to be used in implementing a supportive housing program called Apartment Finding Initiative for the period February 1, 2010 through January 31, 2011 and to enter into a separate agreement with Westhab, Inc. for an amount not to exceed \$100,000 to be paid in accordance with an approved program budget for the same period to operate the aforesaid program to outreach, identify and secure permanent affordable rental units for homeless and low income households, to develop new approaches to engage landlords in various rent subsidy programs and to secure a total of 100 units of private rental housing; and be it further

**RESOLVED**, that the County Executive, or his authorized designee, is empowered to execute any document 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	688k	9852	T688	\$100,000
263	22	688k	4380	T688	\$100,000

Budget Funding Year(s) 2010 (Grant Year) Start Date: 2/1/10 End Date: 1/31/11  
 (Must match resolution)

Funding Source	Tax Dollars _____
Revenue \$100,000	State Aid _____
Expense <u>\$100,000</u>	Federal Aid <u>100%</u>
(must match resolution)	Other _____