



George Latimer  
County Executive

Department of Social Services

Kevin M. McGhire  
Commissioner

**ONBASE ID 78660**

DATE: July 30, 2020

TO: Board of Acquisition and Contract

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

SUBJECT: 1) Authority to enter into an Amendment to the Continuum of Care Grant Agreement among the United States Department of Housing and Urban Development, the County of Westchester, through its Department of Community Mental Health and the County of Westchester, through its Department of Social Services, in order for the Department of Community Mental Health to transfer funds in the amount of \$170,866.00 to the Department of Social Services, for a leasing project to provide 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD's 2019 Continuum of Care Program; and

2) Authority to enter into a subgrant agreement with The Guidance Center of Westchester, Inc., as subrecipient, for an amount not to exceed \$165,999.00, for the provision of 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD's 2019 Continuum of Care Program, for the period from December 1, 2020 through November 30, 2021.

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As a way of background, on May 28, 2020, your Honorable Board authorized the County of Westchester ("County"), acting by and through its Department of Community Mental Health ("DCMH"), to enter into a Continuum of Care Grant Agreement – HUD Grant Number NY0904L2T041906 ("Original Grant Agreement") with the United States Department of Housing and Urban Development ("HUD"), pursuant to which HUD would provide funds to DCMH in the amount of \$170,866.00 ("Grant Funds") for the provision of 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical

dependency) disorders under the HUD's 2019 Continuum of Care Program. The Original Grant Agreement was subsequently executed on June 23, 2020.

DCMH has informed the County, acting by and through its Department of Social Services ("Department" or "DSS"), that it is unable to administer the Original Grant Agreement, and, in order to allow for the consolidation of the Original Grant Agreement with a current DSS grant project – NY0988L2T041905, DSS has requested authority from HUD to assume administration of the Original Grant Agreement, pursuant to that certain DSS letter dated May 20, 2020. Subsequently to DSS, DCMH has requested authority from HUD to relinquish administration of the Original Grant Agreement, pursuant to that certain letter dated June 24, 2020 from DCMH. In connection with aforesaid requests from DSS and DCMH, HUD has formally acknowledged and approved the transfer of the Original Grant Agreement from DCMH to DSS, pursuant to that certain HUD letter dated July 1, 2020.

In connection with the foregoing, authority is now respectfully requested from your Honorable Board for the County, acting by and through DSS, to enter into an Amendment to the Continuum of Care Grant Agreement ("Grant Amendment," and together with the Original Grant Agreement, hereinafter referred to as the "Amended Grant Agreement") with DCMH and HUD, wherein DCMH agrees to be removed as the recipient under the Amended Grant Agreement, DSS agrees to be the replacement recipient under the Amended Grant Agreement and HUD accepts DSS as the replacement recipient for the purposes of the Amended Grant Agreement, in order for DSS to use the Grant Funds to fund the leasing project by providing 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD's 2019 Continuum of Care Program.

Authority is further respectfully requested from your Honorable Board for the County, acting by and through DSS, to enter into a subgrant agreement (the "Agreement") with The Guidance Center of Westchester, Inc. ("TGCW"), as the approved subrecipient under the Amended Grant Agreement, in the amount not to exceed \$165,999.00, to provide 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD's 2019 Continuum of Care Program, for the period from December 1, 2020 through November 30, 2021. DSS would retain the remaining \$4,867.00 of the Grant Funds to cover the administration costs of the Amended 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 Amended Grant Agreement is exempt from the Common Grant rules as the Amended Grant Agreement is a renewal grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). In addition TGCW is a subrecipient pursuant to the Amended Grant Agreement, and therefore the Common Grant rules do not apply to the

Agreement. Finally, the Agreement with TGCW is exempt from the provisions of the Westchester County Procurement Policy pursuant to Sections 3(a)(xi) and 3(a)(xiv) thereof.

The proposed Amended Grant Agreement and Agreement will serve a public purpose by providing the County with services for the leasing project to help ensure the health and safety of the homeless persons being served.

The goal and objective of the proposed Amended Grant Agreement is in the best interests of the County in terms of fiscal responsibility and public health and safety, as the proposed Amended Grant Agreement will make available to the County federal funds for the leasing project which will provide seven (7) units of housing to homeless individuals with chemical dependency, which will help ensure the health and safety of such persons housed in those units.

The goal and objective of the proposed 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 leasing project will ultimately help ensure the health and safety of such persons being served.

The goals and objectives of the proposed Amended Grant Agreement and Agreement will be tracked and monitored by the Department.

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

KMM/CMC

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/10/2020 - LISA MARIJAS SECRETARY

**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 (“DSS”), is hereby authorized to enter into an Amendment to the Continuum of Care Grant Agreement (“Amended Grant Agreement”) with United States Department of Housing and Urban Development (“HUD”) and the Department of Community Mental Health, pursuant to which HUD will provide funds to the County in the amount of \$170,866.00, for a leasing project which will provide 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD’s 2019 Continuum of Care Program; and be it further

**RESOLVED**, that the County is hereby authorized to enter into a subgrant agreement with The Guidance Center of Westchester, Inc., as the approved subrecipient, in the amount not to exceed \$165,999.00, in order to provide 7 units of housing for homeless persons with chemical dependency or co-occurring (mental health/chemical dependency) disorders under the HUD’s 2019 Continuum of Care Program, for the period from December 1, 2020 through November 30, 2021; 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	929V	9852	T929	\$170,866
263	22	929V	4380	T929	\$165,999

Budget Funding Year(s): FY19      Start Date: 12/01/2020      End Date: 11/30/2021  
(must match resolution)

Funding Source	Tax Dollars:
	State Aid:
	Federal Aid: 100%
	Other:
\$ 170,866 (revenue)	
\$ 165,999 (expense)	
(must match resolution)	