



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

22005

Date: September 30, 2011

To: Board of Acquisition and Contract

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

Subject: Authority for the County of Westchester (the "County") to 1) enter into a renewal grant agreement with the U.S. Department of Housing and Urban Development ("HUD") to receive and administer a grant for \$525,185 (the "grant") to continue funding for the operation of a supportive housing program under HUD's "Samaritan Initiative" to help chronically homeless and/or disabled single individuals obtain and maintain permanent housing and enable their self sufficiency (the "program") for a term October 1, 2011 through September 30, 2012, and 2) enter into a separate agreement with Westhab, Inc. to continue operation of the program for the aforementioned term and for a not-to-exceed amount of \$525,185 to be paid by the County from the grant

The Westchester County Department of Social Services (the "Department") has been notified of a renewal grant in the amount of \$525,185 (the "grant") from the U.S. Department of Housing and Urban Development ("HUD") as authorized by the McKinney-Vento Homeless Assistance Act, to continue funding for the operation of a supportive housing program under HUD's "Continuum of Care" Project and pursuant to its "Samaritan Initiative," to help chronically homeless and/or disabled single individuals obtain and maintain permanent housing and enable their self sufficiency (the "program") for the period October 1, 2011 through September 30, 2012.

Authority is therefore requested for the County of Westchester (the "County") to enter into a renewal grant agreement with HUD to receive and administer the grant for a term from October 1, 2011 through September 30, 2012.

Authority is also requested for the County to enter into a separate agreement with Westhab, Inc. ("Westhab") as HUD's designated sub-grantee, to continue operation of the program for a term from October 1, 2011 through September 30, 2012 and for a not-to-exceed amount of \$525,185 to be paid by the County from the grant.

Westhab shall track and document a match of \$41,550 for the program's "supportive services," that will be provided by numerous service providers throughout Westchester County equaling 25% of the \$166,200 "supportive services" portion of the grant. Additionally, Westhab shall directly provide a match of \$7,329 equaling 25% of the program's total operating costs of \$29,316.

Both proposed agreements **shall serve a public purpose** by assisting single individuals that are chronically homeless and/or disabled in obtaining and retaining permanent housing within the County and becoming self sufficient.

The **goals and objectives** of the proposed agreement between the County and HUD shall be to provide the funding, pursuant to the grant, to continue operation of the program that assists single individuals that are chronically homeless and/or disabled in obtaining and retaining permanent housing and becoming self sufficient.

The **goals and objectives** of the proposed agreement between the County and Westhab shall be for Westhab to continue its actual operation of the program as aforementioned that shall specifically include leasing housing units, providing rental assistance subsidies, outreach services at all shelters and "drop in" facilities throughout the County, assisting eligible participants with permanent housing searches and securing affordable apartments that meet HUD mandated Housing Quality Standards, treatment coordination, case management, crisis intervention, life skills, relapse prevention, and budgeting and other daily life skill services focused on maintaining permanent housing. The program is equipped to serve twenty-four single individuals with a current occupancy of twenty-three single individuals.

Westhab shall provide fiscal oversight in processing rental payments, vouchering, and the collection of statistical data necessary for evaluating program success and completing annual progress reports. The program shall additionally be part of the Westchester County Single Homeless Assessment Center ("SHAC") that shall provide Westhab staff with access to all SHAC assessed individuals.

The **goals and objectives** of the proposed agreements are **in the County's best interest** regarding **fiscal responsibility** as they respectfully provide the funding for and operation of the aforementioned program that reduces homelessness and dependence on public assistance that not only improves the economic situation of the program participants but of the County as well by reducing the County's public assistance expenditures.

The **goals and objectives** of the proposed agreements are also **in the County's best interest** regarding **public health and safety** as they respectfully provide the funding for and operation of the aforementioned program that enables the obtainment of permanent housing and self sufficiency that correspondingly improves the program participants' physical and psychological well being and provides a safer and more stable overall environment.

The **performance measurement indicators** for the proposed agreement between the County and Westhab for the program shall be as follows:

- 83% of individuals served shall remain in permanent housing by the end of the agreement's term
- 20% of individuals served shall obtain permanent housing (subsidized or unsubsidized) during the agreement's term
- 83% of served individuals eighteen or older shall maintain or increase their total income from all sources by the end of the agreement's term or upon their exit from the program

The **goals and objectives** of the proposed agreement **between the County and HUD shall be tracked and monitored** by the County's required submission of Annual Progress Reports (APR's) to HUD that shall include the results for the performance measurement indicators as aforementioned.

The **goals and objectives** of the proposed agreement **between the County and Westhab shall be tracked and monitored** by Westhab's submission of progress reports to the County that shall also include the results for the performance measurement indicators as aforementioned.

The Department is pleased to report **performance measurement results** for the program as operated by Westhab under the current agreement as follows:

- **Target:** At least 60% of program participants will remain in permanent housing more than six months.
- **Result:** 74% (17/23) of program participants remained in permanent housing more than six months.

- **Target:** At least 60% of program participants will be connected to at least one new mainstream benefit or service.
Result: 78% (18/23) of program participants were connected to at least one new mainstream benefit or service

- **Target:** At least 60% of program participants will work with their case manager to develop an independent living plan and achieve at least one goal from the plan.
Result: 100% (23/23) of program participants worked with their case manager to develop an independent living plan and achieved at least one goal from the plan.

The proposed grant agreement with HUD is not a procurement. The proposed agreement with Westhab is exempt from procedures of the Westchester County Procurement Policy (the "Procurement Policy") pursuant to Procurement Policy Section 3(a)(xiv) .

Accordingly, authority is hereby requested for the County acting by and through the Department to enter into agreements with HUD and Westhab as stated above.

An appropriate resolution is attached herewith for your Honorable Board's approval.

KMM/PS/cji

APPROVED BOARD OF ACQUISITION & CONTRACTS
12/20/2017
SOMARY VIERA, 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 (the "Department"), is hereby authorized to enter into a grant renewal agreement with the U.S. Department of Housing and Urban Development ("HUD") to receive and administer a grant (Grant No. NY0750B2T 041001) in the amount of \$525,185 (the "grant") to continue the funding for a supportive housing program under HUD's "Samaritan Initiative" to help chronically homeless and/or disabled single individuals obtain and maintain permanent housing and enable their self sufficiency (the "program"), for a term October 1, 2011 through September 30, 2012; and be it further

RESOLVED, that the County, acting by and through the Department, is hereby authorized to enter into a separate agreement with Westhab, Inc. to continue operation of the program for a term October 1, 2011 through September 30, 2012 and for a not-to-exceed amount of \$525,185, with such authority to include the County's allowance to pay the \$525,185 not-to-exceed amount entirely from the grant and with said amount to be paid in accordance with an approved budget; 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	688L	9852	T688	\$525,185
263	22	688L	4380	T688	\$525,185

Budget Funding Year(s): 2011-12 (Grant Year) Start Date: 10/01/11 End Date: 9/30/12
(must match resolution)

Funding Source	Tax Dollars _____
	State Aid _____
<u>\$525,185 (Expense)</u>	Federal Aid <u>100%</u>
<u>\$525,185 (Revenue)</u>	Other _____
(must match resolution)	