



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

24276

DATE: January 11, 2012

TO: Board of Acquisition & Contract

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

RE: Authority To:

a) Amend an agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance, for an amount not to exceed of \$137,408 to support subsidized job placements for TANF-eligible participants under the Green Jobs Corps 2 Program for the period January 1, 2011 to September 30, 2011 in order: 1) to accept a supplemental grant allocation in the amount of \$153,003, thereby increasing the not to exceed grant allocation from \$137,408 to a new total not to exceed amount of \$290,411; and 2) to extend the end date of the grant agreement from September 30, 2011 to June 30, 2012.

b) Amend an agreement with the Westchester Community Opportunity Program, Inc. ("WestCOP") to provide placement services for TANF-eligible participants in subsidized jobs under the Green Jobs Corps 2 Program for the period January 1, 2011 through September 30, 2011 for an amount not to exceed \$137,408 made available through the above said grant agreement in order: 1) to increase the not to exceed amount by \$153,003 from an amount not to exceed of \$137,408 to a new total not to exceed amount of \$290,411; and 2) to extend the end date from September 30, 2011 to June 30, 2012.

Through a resolution approved on June 2, 2011, your Honorable Board authorized the County of Westchester, acting by and through the Department of Social Services (the "Department"), to enter into an Agreement with New York State Office of Temporary and Disability Assistance to accept funding in the amount of \$137,408 and to enter into a separate agreement with Westchester Community Opportunity Program, Inc. (" WestCOP") to support subsidized job placements under the Green Jobs

Corps 2 Program (the "Program") for the period January 1, 2011 through September 30, 2011. The agreements were subsequently executed.

The Department has recently received notification from the State adding another \$153,003 in supplemental funding to the aforesaid grant and extending the end date of the grant to June 30, 2012. Accordingly, the County of Westchester, acting by and through the Department of Social Services (the "Department"), seeks authority from your Honorable Board to amend the Agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance (OTDA"), in order: 1) to accept a supplemental grant allocation in the amount of \$153,003, thereby increasing the not to exceed grant allocation from \$137,408 to a new total not to exceed \$290,411; and 2) to extend the end date of the grant agreement from September 30, 2011 to June 30, 2012.

Authority is also sought to amend an agreement with Westchester Community Opportunity Program, Inc. ("WestCOP") to provide training and subsidized job placement services under the Program for the period January 1, 2011 through September 30, 2011 for an amount not to exceed \$137,408 made available through the aforesaid grant agreement by: 1) increasing the not to exceed amount by \$153,003 from an amount not to exceed of \$137,408 to a new total not to exceed amount of \$290,411; and 2) extending the end date of the agreement from September 30, 2011 to June 30, 2012. The late submission of the resolution was due to the delay in the award notification from New York State. The additional funding will be used to cover the cost associated with services to be provided by the contractor during the extended term under the terms of the agreement.

The Green Jobs Corps 2 Program is designed to place participants lacking adequate job skills or work history into subsidized employment for 13 weeks. Participants will also receive Occupational Skills Training as an assistant in one of the following fields: Green Construction, Green Carpentry and Green Plumbing during the subsidized period through the respective employer. If unsubsidized employment is not achieved, then WestCOP's Case Manager/Job Developer will continue to work with participants to help them find paid employment opportunities in the Green Jobs sector as a focus. In addition, the Case Manager/Job Developer will provide such participants with a higher level of job readiness activities intended to better prepare them for full time unsubsidized employment.

The agreements will serve a **public purpose** in that they will create subsidized employment for TANF-eligible individuals with the ultimate goal of finding permanent unsubsidized employment. As participants receive increased job training and overcome barriers to employment, they gain self confidence as well as necessary skills required to retain long-term employment, thereby promoting the economic and social well being of the targeted population in Westchester County.

The goals and objectives of this program are to decrease the dependence of TANF-eligible participants on Temporary Assistance by providing effective job placements for these individuals. By placing individuals who are lacking adequate work history or who may have other barriers to employment, the participants will develop positive work skills, receive employment readiness training, job search and job placement services, with an emphasis on building relationships and helping them develop the confidence needed to succeed.

The goals and objectives are in the best interest of the County regarding fiscal responsibility in that the continued use of these services may enable our DSS customers to secure employment that may lead to self sufficiency, ultimately resulting in the reduction or elimination of dependence on Temporary Assistance. Furthermore, Westchester County is required to engage all TANF customers in countable employment activities in order to meet the Federal participation rate requirements. Failure to meet these standards may result in Federal fiscal sanctions.

The performance measurement indicators will be tracked through the submission of monthly statistics and quarterly reports as well as through direct contact with the Department's Program Office. DSS is also required to report performance outcomes to New York State, OTDA. The vendor reported the following performance data in the 2nd and 3rd quarter of 2011:

- 16 participants enrolled in the program
- 16 participants were placed in subsidized jobs
- 9 participants transitioned from subsidized jobs to unsubsidized jobs

The agreement with Westchester Community Opportunity Program, Inc. is exempt from the Procurement Policy pursuant to Section 3(a) (xiv) thereof.

Accordingly, the County of Westchester is hereby requesting authority to amend the agreements with the New York State Office of Temporary and Disability Assistance and WestCOP for the aforesaid purpose.

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.

An appropriate resolution is attached herewith 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 is hereby authorized to amend an agreement with the State of New York, acting by and through its Office of Temporary and Disability Assistance, for an amount not to exceed of \$137,408 to support subsidized job placements for TANF-eligible participants under the Green Jobs Corps 2 Program for the period January 1, 2011 to September 30, 2011, in order: 1) to accept a supplemental grant allocation in the amount of \$153,003, thereby increasing the not to exceed grant allocation from \$137,408 to a new total not to exceed amount of \$290,411; and 2) to extend the end date of the grant agreement from September 30, 2011 to June 30, 2011, and be it further

RESOLVED, that the County of Westchester is hereby authorized to amend an agreement with the Westchester Community Opportunity Program, Inc. ("WestCOP") to provide placement services for TANF-eligible participants in subsidized jobs under the Green Jobs Corps 2 Program for the period January 1, 2011 through September 30, 2011 for an amount not to exceed \$137,408 made available through the above said grant agreement in order: 1) to increase the not to exceed amount by \$153,003 from an amount not to exceed of \$137,408 to a new total not to exceed amount of \$290,411; and 2) to extend the end date from September 30, 2011 to June 30, 2012; and be it further

RESOLVED, that except as specifically amended hereby, all other terms and conditions of both agreements shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee be, and hereby is, authorized to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.

Original Contract Amount:	\$137,408
This Amendment:	<u>\$153,003</u>
Total	\$290,411

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	967k	4380	T967	\$153,003
263	22	967k	9853	T967	\$153,003

Budget Funding Year(s): 2011 Start Date: N/A End Date: 06/30/12
(must match resolution)

Funding Source

\$153,003 (revenue)
\$153,003 (expense)
(must match resolution)

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

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/09/2012 - JOMARY VEIRA, SECRETARY

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/09/2012 - JOMARY VIEIRA, SECRETARY