



Robert P. Astorino  
County Executive

Department of Social Services

Kevin M. McGuire  
Commissioner

33255

DATE: April 4, 2013

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to amend a grant agreement with the United States Department of Housing and Urban Development (“HUD”) in the amount of \$205,485 to be used to implement a program under HUD’s Supportive Housing Program and to amend an agreement with Westhab, Inc. to provide operational housing support for transitional housing units at the Coachman Family Center in White Plains for the period September 1, 2012 through August 31, 2013 utilizing the funds made available through the aforesaid grant in order to change the scope of services both agreements from a single site location to scattered site units within Westchester County effective 09/01/2012

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Authority is respectfully requested from your Honorable Board for the County of Westchester (the “County”), acting by and through its Department of Social Services (the “Department”), to amend an agreement with the United States Department of Housing and Urban Development (“HUD”) dated June 15, 2012 (the “Grant Agreement”) which accepted a Supportive Housing Program grant in the amount of \$205,485 (Grant No. NY00502B2T041104), in order to change the scope of service of the grant from a single site location to scattered site units within Westchester County. Authority is further requested to amend an Agreement with Westhab, Inc. (“Westhab”) dated September 14, 2012 to utilize the Grant funds to provide operational housing support for 80 transitional housing units at the Coachman Family Center pursuant to HUD’s Supportive Housing Program for the period from September 1, 2012 through August 31, 2013 (the “Westhab Agreement”) in order to change the scope of services from a single site location to scattered site units within Westchester County effective 09/01/2012.

The requested amendments will not reduce the 80 transitional units approved in the original grant. The amendments are aimed at providing better services to the homeless in

Westchester County. All other terms and conditions of the Grant Agreement and the Westhab Agreement shall remain in full force and effect.

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 amendment to the Grant Agreement with HUD is not a procurement therefore the provisions of the Westchester County Procurement Policy do not apply. The proposed amendment agreement with Westhab is exempt from the Westchester County Procurement Policy pursuant to Section 3(a)xiv thereof.

The proposed agreements will serve a **public purpose** by providing transitional housing and supportive services to homeless families and individuals enabling them to become self sufficient and economically independent.

**The goals and objectives** of the proposed agreements are to implement a supportive housing program to provide operational housing support for scattered site transitional housing units and to help those households move towards self sufficiency and away from dependence on public assistance.

**The goals and objectives of the proposed agreement are in the best interests of the County in terms of fiscal responsibility**, as the proposed agreements will make available to the County the funds necessary to implement the aforementioned program. The goals and objectives of the proposed agreement are in the best interests of the County in terms of both **public health and public safety** as the programs funded by the proposed agreement will be aimed at ensuring the well being and safety of the targeted population and addressing the issues of homelessness and welfare dependency in the County which in turn would help to reduce the costs associated with social services provided by the County to this population.

**The goals and objectives of the proposed agreement will be tracked and monitored** by the Department in accordance with the requirements of HUD. The Department will be required to submit Annual Progress Reports to HUD as a requirement of receiving the funding to be provided under the proposed agreement. These multi-page Annual Progress 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 Department's Technical Submission.

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

KMM/DI

**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, is hereby authorized to enter into an amendment of an agreement with the United States Department of Housing and Urban Development (“HUD”) dated June 15, 2012 (the “Grant Agreement”) which accepted a Supportive Housing Program grant in the amount of \$205,485 (Grant No. NY00502B2T041104), in order to change the scope of service of the grant from a single site location to scattered site units within Westchester County effective 09/01/2012; and be it further

**RESOLVED**, that the County is further authorized to enter into an amendment of an agreement with Westhab, Inc. (“Westhab”) dated September 14, 2012 to utilize the Grant funds in an amount not exceed \$205,485 to provide operational housing support for 80 transitional housing units at the Coachman Family Center pursuant to HUD’s Supportive Housing Program for the period September 1, 2012 through August 31, 2013 (the “Westhab Agreement”) in order to change the scope of services from a single site location to scattered site units within Westchester County effective 09/01/2012; and be it further

**RESOLVED**, that all other terms and conditions of the Grant Agreement and the Westhab Agreement shall remain in full force and effect; 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
N/A	N/A	N/A	N/A	N/A	N/A

Budget Funding Year(s): 2012-13 Start Date: 09/01/2012 End Date: 08/31 /2013  
(must match resolution)

Funding Source	Tax Dollars: N/A
	State Aid: N/A
<u>\$N/A</u>	Federal Aid: N/A
must match resolution)	Other: N/A