



Robert P. Astorino
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

46844

DATE: May 20, 2015

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 \$535,192 pursuant to HUD’s Continuum of Care Program in order to revise the budget and to amend an agreement with Westhab, Inc. which utilizes those grant funds to provide the “Samaritan Initiative,” providing chronically homeless and/or disabled single adults 24 scattered site permanent housing units as well as supportive services for the period October 1, 2014 through September 30, 2015, in order to revise the budget to comply with the Amended Grant Agreement.

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 dated November 14, 2014 with the United States Department of Housing and Urban Development (“HUD”) which accepted a Continuum of Care Program grant (the “Grant Agreement”) in the amount of \$535,192 (Grant No. NY0750L2T041304) in order to revise the budget to move funds from supportive services to operating costs categories, with no change in the overall amount of the Grant. Authority is further requested to amend an Agreement with Westhab, Inc. (“Westhab”) dated February 2, 2015 which utilizes the Grant funds to provide chronically homeless and/or disabled single adults 24 scattered site permanent housing units as well as supportive services known as the “Samaritan Initiative,” pursuant to HUD’s Continuum of Care Program for the term October 1, 2014 through September 30, 2015 (the “Agreement”), in order to revise the Budget to comply with the budget changes HUD has approved to the Grant Agreement.

All other terms of the Grant Agreement and the 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 proposed amendment to the Grant Agreement with HUD is not a procurement and therefore the provisions of the Westchester County Procurement Policy do not apply. Because this is a Renewal Grant, the Federal funding for this program is exempt from the Common Grant rules and may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). The proposed Amendment to the Agreement with Westhab is exempt from the Westchester County Procurement Policy (the “Policy”) pursuant to Policy Section 3(a)(xi) as County funding for this proposed Agreement is pursuant to the aforementioned federal grant.

The proposed Amendment Agreement **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 amendment to the County / Westhab Agreement shall be for Westhab to continue its 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 Agreement is **in the County’s best interest** regarding **fiscal responsibility** as it provides 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 Amendment Agreement is also **in the County’s best interest** regarding **public health and safety** as it provides 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 County / Westhab proposed amendment agreement shall be as follows:

79 % of individuals served shall remain in permanent housing or exit to permanent housing (subsidized or unsubsidized) during the operating year.

83 % of served individuals eighteen or older shall maintain or increase their total income from all sources as of the end of the agreement's term or upon their exit from the program.

The **goals and objectives** of the County / Westhab proposed Amendment Agreement **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:** 83% of individuals served shall remain in permanent housing by the end of the agreement's term.
- **Result: 100 % (24/24)** of program participants remained in permanent housing by the end of the agreement's term.
- **Target:** 20% Persons exiting to permanent housing (subsidized or unsubsidized) during the operating year
- **Result: 0% (0/1)** of individuals exiting obtained permanent housing (subsidized or unsubsidized) during the agreement's term. Only one client exited the program during the operating year - that single exit was to a non-Permanent destination (long term drug treatment).

Note that the revised single housing measure to be used for the new grant term counts participants staying and exiting together (replacing the older two housing measures which count participants staying and participants exiting separately). Applying the replacement measure to the current grant term shows: The % of persons who remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized) during the operating year Westhab had 24/25 = 96%, exceeding the 72% target by 24% (better than expected).

- **Target:** 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.
- **Result: 80 % (20/25)** of served individuals eighteen or older maintained or increased their total income from all sources by the end of the agreement's term or upon their exit from the program. (Income that decreased was usually from residents that were sanctioned by DSS)

Accordingly, authority is hereby requested for the County, acting by and through the Department, to enter into the proposed Amendment to the Grant Agreement and Amendment Agreement with Westhab as detailed above.

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

KMM/DI

APPROVED BOARD OF ACQUISITION & CONTRACT - 06/18/2015 - JOMARY VIEIRA, 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, is hereby authorized to amend an agreement with the United States Department of Housing and Urban Development ("HUD") dated November 14, 2014 (the "Grant Agreement") accepting a grant in the amount of \$535,192 (Grant No. NY0750L2T041304) in order to revise the budget to move funds supportive services to operating costs categories, with no change in the overall amount of the Grant, and to amend an agreement with Westhab, Inc. ("Westhab") dated February 2, 2015 providing chronically homeless and/or disabled single adults 24 scattered site permanent housing units as well as supportive services known as the "Samaritan Initiative," pursuant to HUD's Continuum of Care Program in an amount not to exceed \$535,192 for the period from October 1, 2014 through September 30, 2015 (the "Agreement") in order to revise the Budget to comply with the budget changes HUD has approved to the Grant Agreement; 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.

Original Agreements: \$535,192
 These Amendments: 0
 TOTAL \$535,192

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): N/A Start Date: N/A End Date: N/A
 (must match resolution)

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