



Robert P. Astorino
County Executive

Department of Social Services

Kevin McGuire
Commissioner

48853

DATE: September 30, 2015
TO: Board of Acquisition and Contract
FROM: Kevin McGuire
Commissioner, Department of Social Services

SUBJECT: Authority to enter into an Agreement with the United States Department of Housing and Urban Development (HUD) to accept a grant in the amount of \$209,400 to be used to implement a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period from September 1, 2015 through August 31, 2016 and to enter into a separate agreement with Westhab, Inc. (“Westhab”) to operate the aforesaid program utilizing the funds from the aforesaid grant in an amount not to exceed \$202,550 for the period from September 1, 2015 through August 31, 2016

Authority is requested for the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with the United States Department of Housing and Urban Development (HUD), to accept a grant in the sum of \$209,400 to be used to implement a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period from September 1, 2015 through August 31, 2016.

Authority is also requested for the County of Westchester, acting by and through its Department of Social Services (the “Department”), to enter into a separate agreement with Westhab, Inc. (“Westhab”) to operate the aforesaid supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period from September 1, 2015 through August 31, 2016 utilizing the funds from the aforesaid grant in an amount not to exceed \$202,550. The County will keep \$6,850 for the administration cost.

The program to be operated pursuant to this agreement serves a **public purpose** because it is designed to assist homeless families and individuals in the County of Westchester to become self sufficient and economically independent by providing them with the necessary housing.

The **goals and objectives** of the aforesaid agreement is to implement a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York to help these households move toward self sufficiency from their dependence on public assistance.

The goals and objectives are in the **best interests of the County** in terms of **fiscal responsibility** as they are addressing the issues of homelessness and joblessness in the County. The program would help the County in reducing the number of homeless individuals on public assistance as many of the participants would find gainful employment and permanent housing. This would not only improve the economic situation of these families and individuals but also of the County as the County will be spending less money on public assistance. Please be noted that this program is funded through grant from HUD and is therefore at no cost to the County.

The **goals and objectives will be monitored** by HUD and the Department. All HUD contracts are required to submit Annual Progress Reports (APRs) as a requirement to receive funding. These multi-page 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 Technical Submission. If the reports are not submitted, HUD may withhold the money. The Department would be using the same standards in authorizing payments to the vendor.

The proposed agreement with HUD does not constitute a procurement and as such, the requirements of the County procurement Policy do not apply.

It should be noted that Westhab was named as a sub-recipient of the grant funds. The federal funding for this program is exempt from the Common Grant rules as this is a renewal grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). The proposed agreement with Westhab is exempt from the Westchester County Procurement Policy (the "Policy") pursuant to Policy Section 3(a)(xi) as the funding for this proposed Agreement is pursuant to the aforementioned federal grant.

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.

Accordingly, authority is hereby requested for the County of Westchester, acting through and by its Department of Social Services, to enter into the aforesaid agreements for the purposes stated above.

A resolution requesting your Honorable Board's approval is annexed herewith.

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/29/2015 - V. RODRIGUEZ, SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services, is hereby authorized to enter into an agreement with the United States Department of Housing and Urban Development (HUD), to accept a grant in the sum of \$209,400 to be used to implement a supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period from September 1, 2015 through August 31, 2016; and be it further

RESOLVED, that the County of Westchester, acting by and through its Department of Social Services (the "Department"), is hereby authorized to enter into a separate agreement with Westhab, Inc. ("Westhab") to operate the aforesaid supportive housing program to provide operational support for housing 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the period from September 1, 2015 through August 31, 2016 utilizing the funds from the aforesaid grant in an amount not to exceed \$202,550; 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	688Q	9852	T688	\$209,400
263	22	688Q	4380	T688	\$202,550

Budget Funding Year(s): 2015 Start Date: 09/01/15 End Date: 08/31/16
(Must match resolution)

Funding Source
\$209,400 (revenue)
\$202,550 (expense)
(must match resolution)

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