



Robert P. Astorino
County Executive

Department of Social Services

Kevin McGuire
Commissioner

52506

DATE: July 29, 2016

TO: Board of Acquisition and Contract

FROM: Kevin McGuire
Commissioner, Department of Social Services

SUBJECT: Request for authority to enter into an Agreement with the U.S. Department of Housing and Urban Development (“HUD”) to accept a grant in the amount of \$209,400 and to utilize the grant funds to enter into an agreement with Westhab, Inc. (“Westhab,”) to provide operational housing support for 80 households residing in transitional housing units at scattered sites within Westchester County, New York for the term September 1, 2016 through August 31, 2017 in an amount not to exceed \$202,550.

Authority is requested for the County of Westchester, acting by and through its Department of Social Services, to enter into an agreement with the U. S. Department of Housing and Urban Development (“HUD”), to accept a Continuum of Care Program grant in the sum of \$209,400 (Grant No. NY0502L2T041508). Authority is further requested to enter into an agreement with Westhab, Inc. (“Westhab”) to utilize grant funds to provide operational housing support for 80 households residing in transitional housing units at scattered sites within Westchester County for the term September 1, 2016 through August 31, 2017 (the “Westhab Agreement”) in an amount not to exceed \$202,550. The County will retain \$6,850 for administrative costs.

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.

The proposed grant agreement with HUD is not a procurement and therefore, the requirements of the Westchester County Procurement Policy do not apply. The federal funding for this program is exempt from the competitive procurement requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (formerly, the Grants Management Common Rule) as this is a renewal grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a).

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 are 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 and 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 well because 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.

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.

I respectfully recommend your Honorable Board’s approval of the attached resolution.

KMM/DI

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/25/2016 - LISA MRIJAJ, SECRETARY

RESOLUTION

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

RESOLVED, that the County of Westchester, acting through and by its Department of Social Services, is hereby authorized to enter into an Agreement with the U.S. Department of Housing and Urban Development (“HUD”) in order to accept a grant in the amount of \$209,400 (Grant No. NY0502L2T041508) and to enter into an agreement with Westhab, Inc. (“Westhab”) to provide operational housing support pursuant to HUD’s Continuum of Care Program to 80 households residing in transitional housing units at scattered sites within Westchester County for the term September 1, 2016 through August 31, 2017 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	688R	9852	T688	\$209,400
263	22	688R	4380	T688	\$202,550

Budget Funding Year(s): 2016 Start Date: 9/1/16 End Date: 8/31/17
(Must match resolution)

Funding Source	Tax Dollars:
<u>\$209,400(Revenue)</u>	State Aid:
<u>(\$202,550 expense)</u>	Federal Aid: <u>100%</u>
(must match resolution)	Other:

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION, USA MARIJAJ, SECRETARY