



George Latimer
County Executive

Department of Social Services

Leonard G. Townes
Commissioner

OnBase ID # 86821

DATE: August 10, 2021

TO: Board of Acquisition and Contract

FROM: Leonard G. Townes, Commissioner
Department of Social Services

SUBJECT: Authority to enter into a subgrant agreement with Westhab, Inc., in an amount not-to-exceed \$937,492.00, to provide permanent housing subsidies and case management services to approximately 32 parents between the ages of 18 and 24 and their families, and to 3 chronic homeless single youth, under the HUD's 2020 Continuum of Care Program, for the period from December 1, 2021 through November 30, 2022

On May 20, 2021, your Honorable Board authorized the County of Westchester ("County"), acting by and through its Department of Social Services (the "Department" or "DSS"), to enter into a certain Multiple Projects Renewal Grant Agreement (the "Grant Agreement") with the United States Department of Housing and Urban Development ("HUD") in order to accept grant funds in the total amount of \$7,631,669, under the HUD's 2020 Continuum of Care (CoC) Program. The Grant Agreement will be used to fund ten (10) projects, including a certain Supportive Housing program known as First Steps project (Grant No. NY0862L2T042009), in the amount of \$961,165.00 ("Grant Funds") to provide permanent housing subsidies and case management services, under the HUD's 2020 Continuum of Care Program.

Authority is now requested from your Honorable Board to enter into a subgrant agreement (the "Agreement") with Westhab, Inc. (the "Westhab"), as the approved subrecipient under the Grant Agreement, in amount of \$937,492.00, for the provision of permanent housing subsidies and intensive case management services to approximately 32 parents between the ages of 18 and 24 and their families (wherein each of the families will have one or more disabled family members), and to 3 chronic homeless single youth, for the period, under the HUD's 2020 Continuum of Care Program - First Steps project, from December 1, 2021 through November 30, 2022. The Department shall retain \$23,673.00 of the remaining Grant Funds to cover the Department's administration costs related to the Agreement.

Since Westhab is an approved subrecipient pursuant to the Grant Agreement, and the Grant Agreement is exempt from the Common Grant rules as it is a renewal grant, which may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a), the Common Grant rules do not apply to the Agreement with Westhab. In addition, the Agreement with Westhab is exempt from the provisions of the Westchester County Procurement Policy and Procedures pursuant to Sections 3(a)(xi) and 3(a)(xiv) thereof.

The proposed Agreement will serve a **public purpose** by providing permanent housing and supportive services to homeless young adults between the ages of 18 and 24 and their families with a head of household recovering from mental illness or substance abuse and/or developmental issues and provide intensive supportive services to provide them with instruction in basic life skills and parenting skills.

The goals and objectives of the proposed Agreement are to provide permanent housing to help young homeless households avoid dependency on social services, and develop the skills necessary to increase their chances at moving toward self-sufficiency.

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

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.

LGT/CMC/

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 a subgrant agreement with Westhab, Inc. (“Westhab”), as an approved subrecipient, in an amount not to exceed \$937,492.00, to provide permanent housing subsidies and intensive case management services to approximately 32 parents between the ages of 18 and 24 and their families (each of the families will have one or more disabled family members), and to 3 chronic homeless single youth, under the HUD’s 2020 Continuum of Care Program - First Steps project, for the period from December 1, 2021 through November 30, 2022; 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
263	22	929W	4380	T929	\$937,492.00

Budget Funding Year(s): FY2020 Start Date: 12/01/21 End Date: 11/30/22
(must match resolution)

Funding Source Tax Dollars:
State Aid:
\$937,492 (Expense) Federal Aid: 100%
must match resolution) Other:

APPROVED BOARD OF ACQUISITION & CONTRACT - 09/02/2021 - RAYMOND S. DUBOIS, SECRETARY