



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department No.: 057
For Agenda Of: October 20, 2020
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: George Chapjian, Community Services Director (805) 568-3407
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
Laurie Baker, Grants and Program Manager (805) 568-3521
SUBJECT: Approve, ratify and execute Community Development Block Grant (CDBG) subrecipient agreements to implement projects approved by the Board of Supervisors on May 5, 2020

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Approve, ratify and authorize the Chair of the Board to execute the following Community Development Block Grant (CDBG) Agreements (Attachments B-H) between the County and the Subrecipient agencies to implement programs that were approved by the Board on May 5, 2020:
 1. \$15,000 to Community Action Commission of Santa Barbara County for a senior nutrition program (Attachment B);
 2. \$22,452 to Domestic Violence Solutions for Santa Barbara County for a domestic violence victims shelter, safety, and support (Attachment C);
 3. \$27,451 to Good Samaritan Shelter for the Bridgehouse Emergency Shelter (Attachment D);
 4. \$15,000 to Legal Aid Foundation of Santa Barbara County for a family violence prevention program (Attachment E);
 5. \$15,000 to Santa Ynez Valley People Helping People for a basic needs services for seniors program (Attachment F);

6. \$18,368 to WillBridge of Santa Barbara, Inc. for an emergency/transitional housing program (Attachment G);
7. \$15,000 to Youth and Family Services YMCA for their My Home Transitional Living Program (Attachment H); and

B. Determine that the recommended actions are not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines section 15378(b)(4), finding that the actions are not a project as they are the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment, and direct staff to file a Notice of Exemption.

Summary Text:

On May 5, 2020, the Board of Supervisors (Board) approved recommendations for awards to implement federal CDBG programs and projects. The Board Action Summary is attached as Attachment A.

Contracts for CDBG public services and micro-enterprise programs must be executed by the Board if the cumulative amounts awarded by County Departments to the same agency reach \$200,000 or more in the fiscal year (Board Contracts). Contracts for less than the threshold are executed by the Department Director and County Purchasing Agent. The Community Services Department (CSD) Division of Housing and Community Development (HCD) has drafted seven (7) subrecipient Board Contracts to be executed by the Board Chair (Attachments B through H). A detailed Scope of Work for each project is included in Exhibit A of each subrecipient agreement.

Background:

The County of Santa Barbara is the lead agency of the CDBG Urban County, which includes the County and the Cities of Buellton, Carpinteria, and Solvang. Each year, the Urban County receives an allocation of CDBG funds from the U.S. Department of Housing and Urban Development (HUD). In November of 2019, CSD/HCD issued a Notice of Funding Availability (NOFA) to receive applications for FY 2020-21 CDBG funds. Applications were due in January 2020 and initially reviewed by CSD/HCD staff, with CDBG Public Services applications reviewed by the Human Services Commission Allocations Committee. The Board made final funding approvals on May 5, 2020. The Board also approved the County's FY 2020-21 Action Plan that included the CDBG and HOME projects, which was submitted to the U.S. Department of Housing and Urban Development (HUD) in compliance with the HUD deadline.

CDBG Public Services

All approved CDBG public services Board Contracts are included in the list below and the Subrecipient agreements are enclosed as Attachments B-H for execution by the Chair of the Board of Supervisors. A full list of all approved CDBG projects and programs are included as Attachment I.

APPLICANT	PROJECT TITLE	AMOUNT	ATTACHMENT
Community Action Commission of Santa Barbara County	Senior Nutrition Program	\$15,000	B
Domestic Violence Solutions for Santa Barbara County	Domestic Violence Victims Shelter, Safety, and Support	\$22,452	C
Good Samaritan Shelter	Bridgehouse Emergency Shelter	\$27,451	D
Legal Aid Foundation of Santa Barbara County	Family Violence Prevention Program	\$15,000	E
Santa Ynez Valley People Helping People	Basic Needs Services for Seniors Program	\$15,000	F
WillBridge of Santa Barbara, Inc.	Emergency/Transitional Housing Program	\$18,368	G
Youth and Family Services YMCA	My Home Transitional Living Program	\$15,000	H
	TOTAL	\$128,271	

The County’s subrecipient agreements for public services will be effective when executed and eligible costs incurred as of July 1, 2020 under the Agreements will be reimbursable. This provision is contingent upon the County receiving CDBG funds from HUD. All preliminary requirements have been completed for the projects, including environmental reviews in accordance with 24 CFR Part 58.

Performance Measure:

CDBG Public Services

Subrecipients must provide documentation that supports eligible expenditures consistent with the contract budget and federal regulations. Funds are provided on a reimbursement basis.

HCD staff will monitor the performance of funding recipients. Public service program subrecipients are required to report quarterly to HCD on the number of persons served and progress on their goals. Subrecipients must provide documentation that supports eligible expenditures consistent with the contract budget and funding regulations.

Key Contract Risk:

HUD holds the County accountable for ensuring that federal funds expended are for eligible costs and could require repayment by the County, with non-federal funds, for ineligible expenses. HCD will make payments to the subrecipient on a reimbursement basis. To receive payment, the subrecipient must provide documentation that supports eligible expenditures that are consistent with the contract budget and federal regulations. If the subrecipient does not meet performance measures or federal regulations, the County may withhold funds or terminate the contract.

Fiscal and Facilities Impacts:

CDBG funds are allocated to the County on an annual basis from HUD. Federal CDBG funds are awarded to the County as grants. Twenty percent (20%) of the CDBG grant may be used to cover County costs to administer the federal programs.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			\$ 128,271.00
Fees			
Other:			
Total	\$ -	\$ -	\$ 128,271.00

Staffing Impacts:

The programs are administered by existing HCD staff with the support of County Counsel, and other County departments including the CEO, Auditor-Controller, Risk, General Services, and Community Services/Parks.

Special Instructions:

1. Please have the Board Chair sign two signature pages of each subrecipient agreement (Attachments B through H).
2. Return one signature page with original signatures of each agreement to James Francis at HCD (7 total). Please call ext. 3549 for pick-up.
3. Please retain the Subrecipient Agreements with original signatures for COB records.
4. Please provide a copy of the Minute Order to jfrancis@co.santa-barbara.ca.us or place with agreements for pick up.

Attachments:

- Attachment A: 5/5/20 Board Letter and Minute Order
- Attachment B: Subrecipient Agreement with Community Action Commission of Santa Barbara County
- Attachment C: Subrecipient Agreement with Domestic Violence Solutions for Santa Barbara County
- Attachment D: Subrecipient Agreement with Good Samaritan Shelter
- Attachment E: Subrecipient Agreement with Legal Aid Foundation of Santa Barbara County
- Attachment F: Subrecipient Agreement with Santa Ynez Valley People Helping People
- Attachment G: Subrecipient Agreement with WillBridge of Santa Barbara, Inc.
- Attachment H: Subrecipient Agreement with Youth and Family Services YMCA
- Attachment I: List of all Board approved CDBG projects and programs.