



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 3, 2023
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department George Chapjian, Community Services Director (805) 568-2467
Director
Contact Info: Laurie Baker, Housing and Programs Manager
(805) 568-3521
SUBJECT: Approve and Authorize Execution of a First Amendment to Subrecipient Agreement with United Way of Santa Barbara County for Continued Implementation and Administration of an Emergency Rental Assistance Program (ERAP) Utilizing State of California American Rescue Plan Act Funds

County Counsel Concurrence

As to form: Yes

Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a. Approve and authorize the Chair to execute a First Amendment (Attachment A) to Subrecipient Agreement with United Way of Santa Barbara County (United Way) to add \$260,300 in American Rescue Plan Act of 2021 (ARPA) funding, provided to Santa Barbara County by the State of California, increasing the total contract amount to \$5,241,640.37, to complete the administration and implementation of an Emergency Rental Assistance Program and
- b. Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), because they consist of 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 physical impact on the environment; and are otherwise exempt pursuant to CEQA Guidelines Section 15269 as it consists of a specific action necessary to mitigate an emergency.

Summary Text:

The recommended Board action authorizes the Chair of the Board to execute a First Amendment to a Subrecipient Agreement with United Way (First Amendment), increasing the contract amount by \$260,300, for a total contract amount of \$5,241,640.37. This additional ARPA funding is in the projected amount necessary to pay out remaining eligible and approved households who applied for emergency housing rental assistance payments under ERAP.

Background:

There are two ERA programs: ERA1 under the Federal Consolidated Appropriation Act and ERA2 under the Federal 2021 American Rescue Plan Act (ARPA). Under ERA1, the County administered a direct allocation of funds from the Department of U.S. Treasury (Treasury). The State of California (State) administered a separate program for County residents from the State's allocation of ERA1 funds. The ERA1 program was completed in December 2022. Under ERA2, the County administered the ERA program from allocations received from both Treasury and the State.

The program pursuant to this Board Letter concerns the State ERA 2 program. On April 19, 2022, the Santa Barbara County Board of Supervisors executed a Subrecipient Agreement with United Way for administration and implementation of ERAP (Subrecipient Agreement) using Emergency Rental Assistance Round 2 funding (ERA2 funds). ERA2 funds were provided to the County by the State Housing and Community Development Department (State HCD) in response to the COVID-19 pandemic and are intended for emergency rent and other forms of eligible assistance to qualifying households in Santa Barbara County.

ERA2 funds were provided to the County in two tranches: Tranche 1, in the amount of \$4,981,340.37, and Tranche 2, in the amount of \$260,300, for a total award of \$5,241,640.37. Since entering into the Subrecipient Agreement with United Way for Tranche 1 funding, 419 households in the County have received ERAP assistance. United Way has indicated that an additional \$260,300 is needed in order to pay the remaining eligible households. The First Amendment adds such funds to the Subrecipient Agreement. Rental payments are made directly to landlords and other agencies, and not directly to individual households.

Once all outstanding payments have been made, staff will coordinate with the State and United Way to close out the ERA 2 program.

Staff will return to the Board later this year to provide a full report of the U.S. Treasury and State ERA1 and ERA2 funds. The number of households assisted under all programs is currently estimated to be 3,656, utilizing \$37,169,043 in Federal and State ERA funds.

Performance Measure:

The County ensures that payments are made in accordance with U.S. Treasury and State requirements and will withhold reimbursement requests if expenses are determined to be ineligible.

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Funding Sources	Current FY Cost:	Annualized On-going Cost:	Total One-Time Project Cost
General Fund			
State			\$ 260,300.00
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 260,300.00

Key Contract Risks:

The State could require the County to repay Federal funds expended for ineligible expenses. The Subrecipient Agreement specifies eligible expenses and County staff reviews each payment request submitted by the Subrecipient to ensure that expenses incurred were for eligible costs. County HCD completes reports to the U.S. Treasury and State on funding provided and number of households served.

Staffing Impacts:

No new staffing impacts. County HCD staff oversees the program.

Special Instructions:

1. Please return one copy of the Minute Order to Carlos Jimenez at cjimenez@countyofsb.org.
2. Please execute two originals of the First Amendment and
 - a. Return one executed original to Carlos Jimenez. Please call ext. 83529 for pick up.
 - b. Retain one executed original of the Agreement for COB records.

Attachments:

A: ERA2 First Amendment to Subrecipient Agreement with United Way of Santa Barbara County

Authored by: Carlos Jimenez, Senior Housing Specialist

Attachment A

First Amendment to Subrecipient Agreement