



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: August 19, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Renée E. Bahl, Interim Community Services Director (805) 568-2467
Director(s)
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523
SUBJECT: Continuum of Care Program Agreements for Clean and Sober Living, Third and Fifth Supervisorial Districts.

County Counsel Concurrence

As to form: Yes

Risk Management

As to form: Yes

Recommended Actions:

Auditor-Controller Concurrence

As to form: Yes

That the Board of Supervisors:

- A. Authorize the Community Services Director or designee to execute a Scope of Work for Fiscal Year 2013 Continuum of Care Program Competition with the United States Department of Housing and Urban Development for Clean and Sober Living, project number CA0600L9D031306, in the amount of \$19,210 (Attachment A);
- B. Approve and authorize the Chair of the Board of Supervisors to execute a Continuum of Care Program Subrecipient Agreement with Good Samaritan Shelter in the amount of \$18,615 (Attachment B); and
- C. Determine that the approval and execution of the Scope of Work for FY 2013 Competition and Continuum of Care Program Subrecipient Agreement are not the approvals of projects that are subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the projects are a 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 direct staff to file a Notice of Exemption (Attachment C).

Summary Text:

On January 21, 2014, the Board of Supervisors authorized the Community Services Department (CSD) to submit a consolidated application to the United States Department of Housing and Urban Development (HUD) for homeless assistance funding through the Continuum of Care (CoC) Program. As part of this consolidated application, CSD submitted a one-year renewal funding application for the Clean and Sober Living project on behalf of Good Samaritan Shelter. HUD announced on April 8, 2014 that the Clean and Sober Living project was selected for funding in the amount of \$19,210, of which \$595 will be retained by CSD for grant administration and \$18,615 will be passed to Good Samaritan Shelter for project operations.

Receipt of the \$19,210 in CoC Program funds is conditional upon the execution of a Scope of Work for the Fiscal Year 2013 Continuum of Care Program Competition (Scope of Work)¹ (Attachment A) between HUD and the County. This Scope of Work is an agreement that functions as an addendum to the 2012 Continuum of Care Program Grant Agreement (Attachment D), which is the base agreement between HUD and the County for the Clean and Sober Living project. Grant agreements for any subsequent renewals of this project will also be in the form of scopes of work between HUD and the County.

The Board's authorization to execute the Scope of Work and its approval of the CoC Program Subrecipient Agreement between the County and Good Samaritan Shelter (Attachment C) will provide Good Samaritan Shelter with federal funds to support the delivery of permanent supportive housing to homeless individuals in the Santa Maria area for the period beginning February 1, 2014 and ending January 31, 2015. The established operating start date of the Clean and Sober Living project (February 1, 2014) preceded the date on which HUD transmitted a Scope of Work to the County (June 20, 2014). As the project is a long-standing renewal project, the terms and scope of which have not changed, backdating the CoC Program Subrecipient Agreement to February 1, 2014 will not create difficulties for CSD in the administration of CoC Program funds awarded for the project.

Background:

Authorized by the McKinney-Vento Homeless Assistance Act, as amended by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, the CoC Program is designed to assist homeless individuals and families and provide them with the services needed to help them move into transitional and permanent housing with the goal of long-term stability. Funds awarded through the CoC Program may be used to pay for costs of establishing and operating projects under five program components: permanent housing, which includes permanent supportive housing for persons with disabilities and rapid re-housing; transitional housing; supportive services only; Homeless Management Information Systems; and, for eligible communities, homelessness prevention.

Since 2001, the County has served as the administrator of funds awarded for the Clean and Sober Living project through the CoC Program and its legacy program, the Supportive Housing Program, on behalf of Good Samaritan Shelter. Housed in two single family residences in the Santa Maria area, the project provides permanent supportive housing to homeless individuals who are disabled and have histories of

¹ The Scope of Work that HUD provided to the County is pre-populated with information from HUD's grants and application management system. At the time the Scope of Work was generated, the system had not been updated to reflect the County's interim Authorized Official. The Scope of Work has been manually adjusted to reflect this.

chronic substance abuse and mental illness. CSD, on behalf of the County as administrator, performs grant management and compliance oversight activities, including fiscal and project monitoring and annual performance reporting. Good Samaritan Shelter, as subrecipient, is responsible for carrying out the project in accordance with federal requirements and the terms of the CoC Program Subrecipient Agreement.

Fiscal and Facilities Impacts:

Budgeted: Yes

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 | | | \$ 19,210.00 |
| Fees | | | |
| Other: | | | |
| Total | \$ - | \$ - | \$ 19,210.00 |

Narrative: As authorized by HUD, CSD will share a portion of the funds to be spent on grant administration with Good Samaritan Shelter. Of the \$19,210 in grant funds awarded for the Clean and Sober Living project, \$595 will be retained by CSD for grant administration and the balance will be passed to Good Samaritan Shelter.

Key Contract Risks:

The CoC Program is a federally-funded program subject to associated federal requirements. As the recipient of federal funds, the County is responsible for ensuring that the Clean and Sober Living project, operated by Good Samaritan Shelter and funded by the CoC Program, is carried out in accordance with CoC Program requirements. Good Samaritan Shelter has prior experience operating federally-funded homeless assistance projects.

The CoC Program Subrecipient Agreement is a cost-reimbursement contract. This allows CSD to disburse federal funds to Good Samaritan Shelter for eligible incurred costs to the extent prescribed by the Agreement. Disbursements will be made after Good Samaritan Shelter demonstrates that reimbursable services were provided and substantiates the eligibility of incurred costs to the satisfaction of CSD.

Special Instructions:

Please email an electronic copy of the Minute Order to A.J. Quinoveva at aquinoveva@co.santa-barbara.ca.us. Please execute three (3) originals of the CoC Program Subrecipient Agreement and send to A.J. Quinoveva (x1090).

Attachments:

Continuum of Care Program Agreements for Clean and Sober Living, Third and Fifth Supervisorial Districts.
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Attachment A: Scope of Work for Fiscal Year 2013 Continuum of Care Program Competition

Attachment B: CoC Program Subrecipient Agreement

Attachment C: CEQA Notice of Exemption

Attachment D: 2012 CoC Program Grant Agreement

Authored by: A.J. Quinoveva, Housing and Community Development Division (805) 560-1090