



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.: 055  
For Agenda Of: August 13, 2019  
Placement: Administrative  
Estimated Tme: N/A  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** George Chapjian, 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 and Human Services Commission grant agreements to implement projects approved by the Board of Supervisors on June 4, 2019**

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**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 Community Development Block Grant (CDBG) Agreements (Attachments B-M and KK) between the County and the Subrecipient agencies to implement programs that were approved by the Board on June 4th 2019.
- B. Approve, ratify and authorize the Chair of the Board to execute Human Services Commission Grant Agreements (Attachments N-JJ) between the County and the Grantee agencies to implement programs that were approved by the Board on June 4th 2019.
- C. 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 June 4, 2019, the Board of Supervisors (Board) approved recommendations for awards to implement ten (10) federal CDBG public services projects, and one (1) CDBG micro-enterprise project. During the same meeting the Board also approved recommendations for awards of twenty six (26) County Human Service Commission (HSC) grants, consisting of twenty (20) Basic Services Grant programs, and six (6) Best Practices Grant programs. The Board Action Summary is attached as Attachment A.

The Community Services Department (CSD) Division of Housing and Community Development (HCD) has drafted subrecipient and grant agreements to be executed by the Board Chair (Attachments B through II). A detailed Scope of Work for each project is included in Exhibit A of each subrecipient/grant 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 October of 2018, CSD/HCD issued a Notice of Funding Availability (NOFA) to receive applications for FY 2019-20 CDBG funds and County Human Services Commission funding. Applications were due in January 2019 and initially reviewed by CSD/HCD staff, with CDBG Public Services/County Human Services Commission applications reviewed by the Human Services Commission Allocations Committee. The Board made funding approvals on June 4, 2019. The Board also approved the County’s FY 2019-20 Action Plan that included the CDBG and HOME projects, which was submitted to the U.S. Department of Housing and Urban Development (HUD) on June 14, 2019.

**CDBG Public Services**

All approved CDBG public services projects are included in the list below and the Subrecipient agreements are enclosed as Attachments B-M for execution by the Chair of the Board of Supervisors. The Women’s Economic Ventures SET Project, enclosed as Attachment KK, is also included in the list below.

<b>APPLICANT</b>	<b>PROJECT TITLE</b>	<b>AMOUNT</b>	<b>ATTACHMENT</b>
Community Action Commission	Healthy Senior Lunch	\$ 15,000	B
Good Samaritan Shelter	Bridgehouse Emergency Shelter	\$ 28,723	C
Youth and Family Services YMCA	My Home Transitional Living Program	\$ 15,000	D
Legal Aid Foundation of Santa Barbara County	Legal Services - Family Violence Prevention	\$ 15,000	E
Standing Together to End Sexual Assault	Sexual Assault Counseling in Isla Vista (SACE IV)	\$ 15,000	F
Santa Maria Valley FISH Meals On Wheels	Meals on Wheels - Santa Maria Valley	\$ 15,000	G
Santa Ynez Valley People Helping People	Basic Needs Services for Seniors Program	\$ 16,096	H
NBCC, dba New Beginnings	Safe Parking Shelter and Rapid Rehousing Program	\$ 16,097	I
WillBridge of Santa Barbara, Inc.	WillBridge of Santa Barbara, Inc.	\$ 15,000	J

People Assisting the Homeless (PATH)	Community Navigator Case Manager	\$ 15,000	K
Peoples' Self-Help Housing	Carpinteria After School Education Program	\$ 7,509	L
United Boys & Girls Clubs of Santa Barbara County	Boys & Girls Clubs	\$ 7,508	M
Women's Economic Ventures	Micro-Enterprise Grant Program	\$ 75,000	KK
	<b>TOTAL</b>	<b>\$255,933</b>	

The County's subrecipient agreements for public services will be effective when executed and eligible costs incurred as of July 1, 2019 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.

**HSC Human Services - Basic Services**

All approved Human Services Commission Basic Services Grants are included in the list below and Subrecipient agreements are enclosed as Attachments N, O, R, and T-JJ for execution by the Chair of the Board of Supervisors.

<b><u>APPLICANT</u></b>	<b><u>PROJECT</u></b>	<b><u>AMOUNT</u></b>	<b><u>ATTACHMENT</u></b>
Catholic Charities of Los Angeles, Inc. Santa Barbara Region	Santa Barbara County, Community Services' Program	\$30,000	FF
Child Abuse Listening Mediation (CALM)	Sexual Assault Response Team	\$20,000	N
Community Action Commission of Santa Barbara County	Healthy Senior Lunch	\$30,000	T
Domestic Violence Solutions for Santa Barbara County	Domestic Violence Human Services Basic Needs	\$30,000	Y
Family Service Agency of Santa Barbara County	Senior Services	\$35,000	Z
Foodbank of Santa Barbara County	Warehouse Operations	\$35,000	U
Friendship Adult Day Care Center Inc.	Adult Day Services Program	\$15,000	JJ
Good Samaritan Shelter	Bridgehouse	\$30,000	O
Isla Vista Youth Projects, Inc.	IVYP Cares	\$30,000	GG
NBCC, dba New Beginnings	Supportive Services for Veteran Families Program	\$20,000	R
North County Rape Crisis and Child Protection Center	Rape Crisis Intervention/Prevention Services	\$30,000	BB
Santa Barbara Meals on Wheels Inc.	Meal Cost Assistance	\$10,000	V
Santa Maria Valley FISH Meals On Wheels	Meals on Wheels - Santa Maria Valley	\$15,000	W
Santa Ynez Valley People Helping People	Basic Needs Support Program	\$35,000	II
Santa Ynez Valley Senior Citizens Foundation	Senior Food Program	\$30,000	DD
Santa Ynez Valley Senior Citizens Foundation	Senior Medical Transportation	\$15,000	DD
Sarah House Santa Barbara	Sarah House: Dying Well	\$15,000	HH
Standing Together to End Sexual Assault	Standing Together to End Sexual Assault	\$30,000	CC

Unitarian Society of Santa Barbara	Freedom Warming Centers	\$30,000	X
WillBridge of Santa Barbara, Inc.	WillBridge of Santa Barbara, Inc.	\$30,000	EE
Youth & Family Services YMCA, branch of Channel Islands YMCA	Youth and Family Services Basic Services	\$20,000	AA
	<b>Total</b>	<b>\$535,000</b>	

All preliminary requirements have been completed for the projects.

HSC Human Services - Best Practices

The approved Human Services Commission Best Practices Grants are included in the list below and the Subrecipient agreements are enclosed as Attachments N-S for execution by the Chair of the Board of Supervisors.

<u>APPLICANT</u>	<u>PROJECT</u>	<u>AMOUNT</u>	<u>ATTACHMENT</u>
Good Samaritan Shelter	Best Practices	\$85,000	O
CALM	Great Beginnings	\$80,000	N
NBCC, dba New Beginnings	Safe Parking Shelter and Rapid Rehousing Program	\$80,000	R
People Assisting the Homeless (PATH)	Employment Services Program	\$80,000	Q
St. Vincent's Institution	St. Vincent's Family Strengthening Program	\$50,000	S
Transition House	Family Emergency Shelter--Best Practices	\$80,000	P
	<b>Total</b>	<b>\$455,000</b>	

**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.

***HSC Basic Services & Best Practices Grants***

The Human Services Commission's Contract Compliance Committee will be involved in the monitoring process. Performance targets are included in subrecipient agreements as Exhibit A and monitored on a quarterly basis. The Contract Compliance Committee, with assistance from HSC staff, will review grantees' reports and conduct monitoring site visits as warranted.

**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 and, 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. County general funds are used for a portion of HCD administrative expenses.

HSC Grants are budgeted out of the County’s General Fund.

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund			\$ 990,000.00
State			
Federal			\$ 655,685.00
Fees			
Other:			
Total	\$ -	\$ -	\$ 1,645,685.00

**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 copies of each subrecipient agreement (Attachments B through II). Return one signature page of each agreement to James Francis at HCD. Please call ext. 3549 for pick-up. One signature page of each agreement may be retained by COB.
2. Please provide a copy of the Minute Order to [jfrancis@co.santa-barbara.ca.us](mailto:jfrancis@co.santa-barbara.ca.us) or place with agreements for pick up.

**Attachments:**

- Attachment A: 6/4/19 Board Letter, Attachments, and Minute Order
- Attachment B: Subrecipient Agreement with Community Action Commission (Public Services)
- Attachment C: Subrecipient Agreement with Good Samaritan Shelter (Public Services)
- Attachment D: Subrecipient Agreement Youth and Family Services YMCA (Public Services)
- Attachment E: Subrecipient Agreement with Legal Aid Foundation of Santa Barbara County (Public Services)
- Attachment F: Subrecipient Agreement with Standing Together to End Sexual Assault for Sexual Assault (Public Services)
- Attachment G: Subrecipient Agreement with Santa Maria Valley FISH Meals on Wheels (Public Services)
- Attachment H: Subrecipient Agreement with Santa Ynez Valley People Helping People (Public Services)
- Attachment I: Subrecipient Agreement with NBCC, dba New Beginnings (Public Services)

Attachment J: Subrecipient Agreement with WillBridge of Santa Barbara, Inc. (Public Services)  
Attachment K: Subrecipient Agreement with PATH (Public Services)  
Attachment L: Subrecipient Agreement with Peoples' Self-Help Housing (Public Services)  
Attachment M: Subrecipient Agreement with United Boys & Girls Clubs of Santa Barbara County (Public Services)  
Attachment N: Grant Agreement with CALM (HSC Best Practices and Basic Services)  
Attachment O: Grant Agreement with Good Samaritan Shelter (HSC Best Practices and Basic Services)  
Attachment P: Grant Agreement with Transition House (HSC Best Practices)  
Attachment Q: Grant Agreement with PATH (HSC Best Practices)  
Attachment R: Grant Agreement with NBCC, dba New Beginnings (HSC Best Practices and Basic Services)  
Attachment S: Grant Agreement with St. Vincent's Institution (HSC Best Practices)  
Attachment T: Grant Agreement with Community Action Commission of Santa Barbara County (HSC Basic Services)  
Attachment U: Grant Agreement with Foodbank of Santa Barbara County (HSC Basic Services)  
Attachment V: Grant Agreement with Santa Barbara Meals on Wheels Inc. (HSC Basic Services)  
Attachment W: Grant Agreement with Santa Maria Valley FISH Meals On Wheels (HSC Basic Services)  
Attachment X: Grant Agreement with Unitarian Society of Santa Barbara (HSC Basic Services)  
Attachment Y: Grant Agreement with Domestic Violence Solutions for Santa Barbara County (HSC Basic Services)  
Attachment Z: Grant Agreement with Family Service Agency of Santa Barbara County (HSC Basic Services)  
Attachment AA: Grant Agreement with Youth and Family Services YMCA (HSC Basic Services)  
Attachment BB: Grant Agreement with North County Rape Crisis and Child Protection Center (HSC Basic Services)  
Attachment CC: Grant Agreement with STESA (HSC Basic Services)  
Attachment DD: Grant Agreement with Santa Ynez Valley Senior Citizens Foundation (HSC Basic Services)  
Attachment EE: Grant Agreement with WillBridge of Santa Barbara, Inc. (HSC Basic Services)  
Attachment FF: Grant Agreement with Catholic Charities of Los Angeles, Inc. Santa Barbara Region (HSC Basic Services)  
Attachment GG: Grant Agreement with Isla Vista Youth Projects, Inc. (HSC Basic Services)  
Attachment HH: Grant Agreement with Sarah House Santa Barbara (HSC Basic Services)  
Attachment II: Grant Agreement with Santa Ynez Valley People Helping People (HSC Basic Services)  
Attachment JJ: Grant Agreement with Friendship Adult Day Care Center Inc. (HSC Basic Services)  
Attachment KK: Subrecipient Agreement with Women's Economic Ventures (CDBG Economic Development)