



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: September 2, 2014
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from: N/A
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: **First Amendment to 2013-2014 Emergency Solutions Grants Program
Subrecipient Agreement with Santa Ynez Valley People Helping People, District 3**

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a First Amendment to the Emergency Solutions Grants (ESG) Program Subrecipient Agreement with Santa Ynez Valley People Helping People to extend the time of performance to June 30, 2015 (Attachment A); and
- b) Determine that the approval of the First Amendment to the ESG Program Subrecipient Agreement with Santa Ynez Valley People Helping People is 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 project is 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 direct staff to file a Notice of Exemption (Attachment B).

Summary Text:

The recommended action will allow Santa Ynez Valley People Helping People to fully expend its award of Fiscal Year (FY) 2013-2014 Emergency Solutions Grants (ESG) Program funds and continue providing housing assistance to individuals and families who are homeless or at risk of homelessness through June 30, 2015. The proposed amendment extends the time of performance of the ESG Program

Subrecipient Agreement with Santa Ynez Valley People Helping People from June 30, 2014 to June 30, 2015.

Background:

The purpose of the ESG Program is to assist people to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. ESG Program funds may be used for activities related to street outreach, emergency shelter, rapid re-housing, homelessness prevention, and the Homeless Management Information System. The United States Department of Housing and Urban Development (HUD) allocates ESG Program funds to the County of Santa Barbara; the Community Services Department (CSD) administers these funds on the County’s behalf. The County competitively awards ESG Program funds to private non-profit organizations to undertake ESG Program-eligible activities.

For Fiscal Year 2013-2014, Santa Ynez Valley People Helping People was awarded ESG Program funds totaling \$22,801 to provide rapid re-housing and homelessness prevention assistance to individuals and families who are homeless or at risk of homelessness in Ballard, Buellton, Solvang, Los Alamos, Los Olivos, and Santa Ynez. Two factors that affected its ability to spend down ESG Program funds by June 30, 2014 were (1) changes in staff responsible for providing and coordinating assistance and (2) extensive intake processes to screen clients for assistance eligibility. Santa Ynez Valley People Helping People is prepared to fully expend its Agreement balance of \$11,035.05 if granted a time of performance extension.

ESG Program regulations require that funds allocated to the County for Fiscal Year 2013-2014 are expended by September 2015. The proposed amendment, which extends the Agreement’s time of performance from June 30, 2014 to June 30, 2015, is consistent with this expenditure deadline.

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			\$ 11,035.05
Fees			
Other:			
Total	\$ -	\$ -	\$ 11,035.05

Narrative:

Santa Ynez Valley People Helping People incurred eligible costs totaling \$11,765.95 during the time of performance, which began on July 1, 2013 and ended on June 30, 2014. In order to spend down the Agreement balance of \$11,035.05 and continue providing housing assistance to eligible clients, it requested a time of performance extension to June 30, 2015.

Key Contract Risks:

The ESG Program is a federally-funded program subject to associated federal requirements. As the recipient of federal funds, the County is responsible for ensuring that Santa Ynez Valley People Helping People uses ESG Program funds in accordance with federal requirements. Santa Ynez Valley People Helping People has prior experience operating federally-funded programs.

The ESG Program Subrecipient Agreement is a cost-reimbursement contract. This allows CSD to disburse federal funds to Santa Ynez Valley People Helping People as payment for incurred eligible costs to the extent prescribed by the Agreement. Disbursements will be made after Santa Ynez Valley People Helping People demonstrates that reimbursable assistance was 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 First Amendment to the ESG Subrecipient Agreement with Santa Ynez Valley People Helping People and send to A.J. Quinoveva (x1090).

Attachments:

Attachment A: First Amendment to the ESG Subrecipient Agreement with Santa Ynez Valley People Helping People

Attachment B: CEQA Notice of Exemption

Authored by:

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