



**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

Submitted on:
(COB Stamp)

Department Name: Community Services
Department No.: 057
Agenda Date: July 14, 2026
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Jesús Armas, Director, Community Services Department
Contact: Lucille Boss, Housing Programs Manager
SUBJECT: Approval of CAPSLO CDBG Subrecipient Agreement

DS
JA

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board, pursuant to the FY 2026-27 Annual Action Plan approved by the Board on June 9, 2026, to execute a Community Development Block Grant Capital (CDBG Capital) Subrecipient Agreement between the County and Community Action Partnership of San Luis Obispo, Inc. (CAPSLO) for \$247,794 for Home Repair Program (Attachment B); and
- b) Determine that the above recommended action 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 action is not a project as it 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 impact on the environment.

Summary Text:

On June 9, 2026, the Board of Supervisors (Board) approved a funding award to CAPSLO. The Board Letter is attached as Attachment A. Pursuant to these funding awards, the Community Services Department (CSD) has prepared a Subrecipient Agreement to be executed by the Board Chair (Attachment B).

Background:

On June 9, 2026, the Board of Supervisors approved the County’s Fiscal Year 2026-27 Annual Action Plan, which identifies projects to be carried out using federal community development funds, including CDBG funds, during the upcoming year. Included in the Action Plan is an award of \$247,794 to CAPSLO to carry out a Minor Home Repair program serving low-income homeowners in northern and central Santa Barbara County. The award consists of \$175,000 applied for and awarded by the County for home repairs in unincorporated areas, and \$72,794 reserved by the city of Buellton from its pro-rata share of the CDBG Urban County’s annual allocation to serve Buellton residents.

Subject to the Board’s approval of the Action Plan, a federal environmental review was completed, and a Subrecipient Agreement was prepared. The environmental review process timeline precluded the agreement being executed on June 9; therefore, the agreement is before the Board for approval today.

Performance Measure:

CAPSLO is required to report on the number of households served, their income level, and other demographic information on a quarterly basis. CAPSLO must also provide documentation supporting expenditures of agency funds and confirm cost-eligibility of expenses subject to reimbursement with federal funds. Funds are allocated on cost-reimbursement basis with associated supporting documentation confirming cost-eligibility and compliance with funding regulations.

In addition, the County would be held liable if it, or any provider to which it grants funds, is found to be non-compliant with respect to applicable requirements. CAPSLO has a track record of having successfully operated federally funded projects in the past which have had similar regulatory and administrative requirements. The County will only reimburse CAPSLO for costs that are actually incurred, eligible for reimbursement under the Subrecipient Agreement, and documented in a manner acceptable to CSD.

Fiscal Analysis:

Funding Source	FY 2026-27
Federal: CDBG Capital	\$247,794
Total	\$247,794

Special Instructions:

After Board action, please return the following to James Francis via e-mail at jfrancis@countyofsb.org:

1. Executed Subrecipient Agreement
2. Minute Order

Attachments:

Attachment A – June 9 2026 Board Letter

Attachment B – CDBG Home Repair Subrecipient Agreement (Signature Required)

Contact Information:

James Francis
 Senior Housing Programs Specialist
jfrancis@countyofsb.org