

Memorandum



Date: February 24, 2023

To: Clerk of the Board of Supervisors, County of Santa Barbara

From: Daniel Nielson, Director, Department of Social Services

Rachel Lipman

for Daniel Nielson

Subject: Item A-37: Resolution for Authorization to Accept State Funding for Farmworker Resource Center Grant

Cc: Mona Miyasato, County Executive Officer
Rachel Lipman, Deputy Director, Administrative Services
Maria Gardner, Deputy Director, Economic Assistance & Employment Services
Luis Servin, Executive Director, Santa Barbara County Workforce Development Board

The Department of Social Services (DSS) requests to amend the Board Letter for the February 24, 2023 Board of Supervisors Administrative Agenda to reflect a reduction in the amount of General Fund to be transferred from General County Programs to DSS for the Farmworker Resource Center (FRC) Grant Program. This reduction corresponds to the additional funds intended to offset DSS's administrative costs. Should administrative costs exceed the FRC grant's funding cap, DSS will absorb the additional costs within existing appropriations.

This amendment requires the following changes to the recommended actions for Item A-37:

That the Board of Supervisors:

- a) Adopt a Resolution regarding the State of California, Department of Community Services and Development (CSD) Farmworker Resource Center (FRC) Grant Program funds to develop resource centers and programs designed to address the needs of farmworkers and their families (Attachment A);
- b) Approve Budget Journal Entry No. 0008748 to increase appropriations in the amount of ~~\$475,000~~ \$462,500 in the Social Services Department, WIOA-WDB Fund for Salaries and Employee Benefits, Services and Supplies, and Capital Assets funded by FRC grant funds from CSD and an operating transfer from the General Fund (Attachment C);
- c) Adopt an amendment to the Salary Resolution allocating three (3) additional full-time positions to the Department of Social Services's authorized position allocations effective March 6, 2023 (Attachment D); and
- d) Determine that the approval of the recommended action is not subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b) (5), since the recommended action is a government administrative activity which does not involve commitment to any specific project which may result in potentially significant physical impact on the environment.

DSS revised the Fiscal Analysis section of the Board Letter as follows:

Fiscal Analysis:

Funding Sources	FY 2022-23	FY 2023-24	Total One-Time Project Cost
State	\$ 370,000.00	\$ 463,000.00	\$ 833,000.00
General Fund - Matching Funds	92,500.00	115,750.00	208,250.00
General Fund - Administration Support	12,500.00	28,045.00	40,545.00
Total	\$ 475,000.00	\$ 606,795.00	\$ 1,081,795.00
	\$ 462,500.00	\$ 578,750.00	\$ 1,041,250.00

Narrative:

The CSD awarded DSS \$833,000 in grant funds to implement the FRC Grant Program. DSS must provide matching funds in an amount equal to 25 percent of the award, or \$208,250, during the grant term of February 15, 2023 through May 15, 2024. CSD will reimburse DSS for approved and allowable expenditures incurred for program and administrative activities on a quarterly basis; ~~costs for administrative activities cannot exceed 15 percent of the total budget, or \$1,041,250, which is the sum of the award and matching funds. As the funds available for administration will not fully offset DSS's costs based on its certified indirect cost rate, additional General Fund support totaling \$40,545 has been budgeted.~~

DSS projects to incur ~~\$475,000~~ \$462,500 in grant-related expenditures through June 30, 2023. The budget revision request (BJE No. 0008748) will increase appropriations for Salaries and Employee Benefits, Services and Supplies, and Capital Assets; grant funds and an operating transfer from the General Fund—as matching funds ~~and administration support~~—will offset this increase. DSS will build appropriations for the balance in its FY 2023-24 budget.

The total budget for the FRC Grant Program includes the salaries and employee benefit costs for three positions—two full-time Career Employment Specialists and one full-time Department Business Specialist who will function as the Program Coordinator. DSS will absorb these positions at the end of the grant term.

In addition, DSS revised Budget Journal Entry No. 0008748 (Attachment C) to reflect this reduction.

If you have any questions, please contact me at (805) 346-7101.

Thank you.