



Kenneth W. Jenkins
Westchester County Executive

Department of Community Mental Health

Michael Orth, M.S.W.
Commissioner

110909

Date April 9, 2025

To: Honorable Members of the Board of Acquisition and Contract

From: Michael Orth, M.S.W.
Commissioner, Department of Community Mental Health

Re: Authority for the County of Westchester to:

1) amend agreements with Lexington Center for Recovery, Inc., and Lifting Up Westchester, Inc. pursuant to which each agency agreed to provide permanent supportive housing for homeless or formerly homeless adults with one or more disabilities, for the period from March 1, 2024 through February 28, 2025, in order to *increase* the amount not-to-exceed under each agreement by \$100,000, in order to cover higher than expected rent expenditures; and

2) amend an agreement with Human Development Services of Westchester, Inc., pursuant to which it agreed to provide permanent supportive housing for homeless or formerly homeless adults with one or more disabilities, for the period from March 1, 2024 through February 28, 2025, in order to *decrease* the amount not-to-exceed thereunder by \$200,000 in unspent funds, to be used to increase funding under the aforesaid contracts with Lexington Center for Recovery, Inc., and Lifting Up Westchester, Inc.

By resolution approved on May 9, 2024 (the "May 9th Resolution"), your Honorable Board, authorized the County of Westchester ("County"), acting by and through its Department of Community Mental Health (the "Department") to enter into an agreement (the "Grant Agreement") with the United States Department of Housing and Urban Development ("HUD") in order to accept a grant in the amount of \$10,889,670 (the "Grant"), under the HUD's Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grant in support of the Rental Assistance Project, for the provision of permanent supportive housing for homeless or formerly homeless adults with one or more disabilities, including mental illness and/or chemical dependency disorders, for the period from March 1, 2024 through May 31, 2025.

The May 9th Resolution further authorized the County, acting by and through the Department, to enter into six (6) sub-recipient agreements with various agencies (“Agencies”) for the provision of permanent supportive housing for homeless or formerly homeless adults with one or more disabilities including mental illness and/or chemical dependency disorders, each for a term commencing on March 1, 2024 and continuing through February 28, 2025, in a total aggregate amount not-to-exceed \$10,280,693, in the individual amounts set forth below and in accordance with approved budgets (the “Agreements”):

Sub-Recipient/Agency	No. Of Units	Total Amount Not-to-Exceed 3/01/2024 - 2/28/2025
Human Development Services of Westchester, Inc.	140	\$ 3,184,093
Lexington Center for Recovery, Inc	78	\$ 1,736,910
Lifting Up Westchester, Inc.	65	\$ 1,111,790
Westhab, Inc.	110	\$ 2,054,848
The Guidance Center of Westchester, Inc.	34	\$ 676,740
The Mental Health Association of Westchester, Inc.	83	\$ 1,516,312
TOTAL:	510	\$ 10,280,693

All of the Agreements have been executed.

The six (6) sub-recipient agencies have been reimbursed for actual expenses incurred through January 2025 and, upon audit of anticipated final expenses, the Department determined that the agreements with Lexington Center for Recovery, Inc. (“Lexington”), and Lifting Up Westchester, Inc. (“LUW”) incurred costs exceeding their not-to-exceed caps. Conversely, the Department also determined that the Agreement with Human Development Services of Westchester, Inc. (“Human Development”) had lower than expected rent and supportive services final expenses. The Department now seeks to reallocate funds from Human Development to cover the shortfalls under the Agreements with Lexington and LUW.

Accordingly, authority is respectfully requested to amend the agreements with Lexington and LUW in order to increase the not-to-exceed amounts under each of those agreements by \$100,000 to cover costs that were higher than expected, as per the individual amendment amounts set forth in the chart below. Authority is further requested to amend the agreement with Human Development, by decreasing the not-to-exceed amount thereunder by \$200,000, as per the amendment amounts set forth in the chart below:

Sub-Recipient/Agency	Original Resolution		This Amendment	
	No. of Units	Total Amount Not-to-Exceed 3/1/24 - 2/28/2025	No. of Units	Total Amount Not-to-Exceed 3/1/24 - 2/28/2025
Human Development Services of Westchester, Inc.	140	\$ 3,184,093.00	140	\$ 2,984,093.00
Lexington Center for Recovery, Inc.	78	\$ 1,736,910.00	78	\$ 1,836,910.00
Lifting Up Westchester, Inc.	65	\$ 1,111,790.00	65	\$ 1,211,790.00
Westhab, Inc.	110	\$ 2,054,848.00	110	\$ 2,054,848.00
The Guidance Center of Westchester, Inc.	34	\$ 676,740.00	34	\$ 676,740.00
The Mental Health Association of Westchester, Inc.	<u>83</u>	<u>\$ 1,516,312.00</u>	<u>83</u>	<u>\$ 1,516,312.00</u>
TOTAL:	510	\$ 10,280,693.00	510	\$ 10,280,693.00

Except as specifically described above, all terms and conditions of the Agreements shall remain in full force and effect.

The proposed Amendments will serve a public purpose by continuing to provide permanent supportive housing for homeless or formerly homeless adults with disabilities (primarily those with serious mental illness and/or chronic problems with alcohol and/or drugs) and their families who are or are accustomed to living in places not intended for human habitation (e.g., streets), drop-ins or in emergency shelters.

The goals and objectives of the proposed Amendments are to continue to provide housing and supportive services on a long-term basis for homeless or formerly homeless persons with disabilities, (primarily those with serious mental illness and/or chronic problems with alcohol and/or drugs) and their families who are or are accustomed to living in places not intended for human habitation (e.g., streets), drop-ins or in emergency shelters.

The goals and objectives of the proposed Amendments will continue to be tracked and monitored by the Department.

Accordingly, I respectfully recommend the adoption of the attached resolution.

MO/mkc

Attachment

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health, be it hereby

RESOLVED, that the County of Westchester (“County”), acting by and through its Department of Community Mental Health (the “Department”) is hereby authorized to:

1) amend agreements with Lexington Center for Recovery, Inc., and Lifting Up Westchester, Inc. pursuant to which each agency agreed to provide permanent supportive housing for homeless or formerly homeless adults with one or more disabilities, for the period from March 1, 2024 through February 28, 2025, in order to *increase* the amount not-to-exceed under each agreement by \$100,000, in order to cover higher than expected rent expenditures, as set forth in the chart below; and

2) amend an agreement with Human Development Services of Westchester, Inc., pursuant to which it agreed to provide permanent supportive housing for homeless or formerly homeless adults with one or more disabilities, for the period from March 1, 2024 through February 28, 2025, in order to *decrease* the amount not-to-exceed thereunder by \$200,000 in unspent funds, to be used to increase funding under the aforesaid contracts with Lexington Center for Recovery, Inc., and Lifting Up Westchester, Inc., as set forth in the chart below:

Sub-Recipient/Agency	Original Resolution		This Amendment	
	No. of Units	Total Amount Not-to-Exceed 3/1/24 - 2/28/2025	No. of Units	Total Amount Not-to-Exceed 3/1/24 - 2/28/2025
Human Development Services of Westchester, Inc.	140	\$ 3,184,093.00	140	\$ 2,984,093.00
Lexington Center for Recovery, Inc.	78	\$ 1,736,910.00	78	\$ 1,836,910.00
Lifting Up Westchester, Inc.	65	\$ 1,111,790.00	65	\$ 1,211,790.00
Westhab, Inc.	110	\$ 2,054,848.00	110	\$ 2,054,848.00
The Guidance Center of Westchester, Inc.	34	\$ 676,740.00	34	\$ 676,740.00
The Mental Health Association of Westchester, Inc.	83	\$ <u>1,516,312.00</u>	83	\$ <u>1,516,312.00</u>
TOTAL:	510	\$ 10,280,693.00	510	\$ 10,280,693.00

; and be it further

RESOLVED, that except as specifically amended above, all other terms and conditions of the Agreements shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee be and hereby is authorized and empowered to take such actions and execute such documents as may be necessary and appropriate to effectuate the purposes hereof.