

**[110754]**

Date March 18, 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 to:

1. Enter into an agreement with the United States Department of Housing and Urban Development in order to accept a grant in the amount of \$13,836,013 under its 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, in the amount of \$13,727,036, for the period from March 1, 2025 through February 28, 2026; and
2. Enter into six (6) sub-recipient agreements with the agencies listed below 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, under HUD's Continuum of Care - Rental Assistance Project, for the period from March 1, 2025 through February 28, 2026, in a total aggregate amount not-to-exceed \$13,727,036, in the individual amounts set forth

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Authority is respectfully requested from your Honorable Board, for 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 \$13,836,013 (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, 2025 through February 28, 2026.

Authority is also requested from your Honorable Board for the County, acting by and through the Department, to enter into six (6) sub-recipient agreements with the agencies ("Agencies") listed below 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, 2025 and continuing through February 28, 2026, in a total aggregate amount not-to-exceed \$13,727,036, 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 3/01/2025 - 2/28/2026
Human Development Services of Westchester, Inc.	140	\$ 4,265,276.00
Lexington Center for Recovery, Inc.	78	\$ 2,203,826.00
Lifting Up Westchester, Inc.	65	\$ 1,472,600.00
Westhab, Inc.	110	\$ 2,819,236.00
The Guidance Center of Westchester, Inc.	34	\$ 949,308.00
The Mental Health Association of Westchester, Inc.	83	\$ 2,016,790.00
<b>TOTAL</b>	<b>510</b>	<b>\$ 13,727,036.00</b>

The Agencies will be reimbursed against actual expenses in accordance with the applicable regulations prescribed by HUD.

It should be noted that of the total amount of \$13,836,013 in Rental Assistance Project Grant funds that HUD will provide to the County under the Grant Agreement, \$108,977 will be retained by the County to cover the County's administration costs associated with the Rental Assistance Project.

The proposed sub-recipient Agreements will serve a public purpose by providing 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 sub-recipient Agreements are 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 sub-recipient Agreements are in the best interests of the County in terms of fiscal responsibility and public health and safety, as those who are in need of housing will be able to find or keep housing that is in a safe and secure environment and not in the streets. This will assist those in transition to find affordable housing and lead productive lives in Westchester County.

The goals and objectives of the proposed sub-recipient Agreements will be tracked and monitored by the Department by requiring the Agencies to complete the HUD Annual Progress

Report (APR). Performance of the six (6) Agencies will be tracked using the following two outcomes:

- Increased residential stability
- Increased skill level and/or income

Because the Grant Agreement is for the acceptance of funds, the Grant Agreement does not constitute a procurement and as such it is not subject to the requirements of the County of Westchester Procurement Policy and the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, formerly the Common Grant Rules. In addition, since the Agencies were approved by HUD as sub-recipients through the approval of the County's application process and are approved sub-recipients under the Grant Agreement, the proposed sub-recipient Agreements may be entered on a non-competitive basis because HUD, the awarding agency, authorized such noncompetitive awards pursuant to 24 CFR 92.36(d)(4). Lastly, the proposed sub-recipient Agreements are also exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xiv) thereof regarding providing aid, care and support to persons in need of public assistance.

I certify that my department, a) has copies of, or access to, all applicable laws, rules, regulations, grant applications, and grant agreements (including any master grant agreement), as well as any guidance or instructions received from the agency making the grant (the "Grant Terms"), b) has reviewed the Grant Terms, c) is aware of and understands all of the Grant Terms, and d) can and will comply with all of the Grant Terms.

Based on the foregoing, your Honorable Board's approval of the attached Resolution is respectfully requested.

MO/mkc/lac  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/27/2025 RAYMOND SUKRY, CLERK

## RESOLUTION

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

**RESOLVED**, that the County of Westchester (“County”) is authorized to enter into an agreement with the United States Department of Housing and Urban Development (“HUD”) to accept a grant in the amount of \$13,836,013 under its Continuum of Care Competition and Noncompetitive Award of Youth Homeless Demonstration Program Renewal and Replacement Grant, to provide permanent supportive housing for homeless or formerly homeless adults with one or more disabilities including mental illness and/or chemical dependency disorders, for the term commencing on March 1, 2025 and continuing through February 28, 2026; and be it further

**RESOLVED**, that the County is authorized to enter into six (6) agreements with the agencies listed below 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 term commencing on March 1, 2025 through February 28, 2026, in a total aggregate amount not-to-exceed \$13,727,036, in the individual amounts set forth below pursuant to approved budgets:

Sub-Recipient/Agency	No. of Units	Total Amount Not-to-Exceed 3/01/2025 - 2/28/2026
Human Development Services of Westchester, Inc.	140	\$ 4,265,276.00
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<b>TOTAL:</b>	<b>510</b>	<b>\$ 13,727,036.00</b>

; and be it further

**RESOLVED**, that the County will retain \$108,977 of the grant funds to cover administration costs incurred by the County associated with the administration of the Rental Assistance Project; 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.

Account to be  
Charged/credited

	Fund	Dept	Major Program, Program & Phase Or Unit	Object/Sub Object	Trust Account	Dollars
	263	26	A490	9852	T490	<b>\$13,836,013.00</b>
	263	26	A490	4380	T490	\$13,727,036.00
2025	101	26	2000	1010		\$45,922
2026	101	26	2000	1010		\$9,184
	263	26	A522	Various	T522	\$44,893
	263	26	B522	Various	T522	\$8,979

Budget Funding Year(s) 2025-2026 Start Date: March 1, 2025 End Date: February 28, 2026  
(must match resolution)

Funding Source: Tax Dollars \$ \_\_\_\_\_  
State Aid \$ \_\_\_\_\_  
Federal Aid \$ 13,836,013  
Other \_\_\_\_\_  
\$13,836,013  
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACT - 04/01/2025 RAYMOND SCULKY, SECRETARY