



Memorandum  
Office of the County Attorney

**109871**

DATE: October 25, 2024

TO: Honorable Board of Acquisition and Contract

FROM: John M. Nonna  
County Attorney

RE: Authority to enter into a grant agreement with the New York State Office of Indigent Legal Services for the Fourth Upstate Quality Improvement and Caseload Reduction grant for the term commencing retroactively on July 1, 2023 through June 30, 2026 in the amount of \$279,566.00, and also to enter into an agreement with The Legal Aid Society of Westchester County for the term commencing retroactively on July 1, 2023 through June 30, 2026 to implement the work plan under the grant in the amount of \$279,566.00

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The County of Westchester (the “County”) submitted to the New York State Office of Indigent Legal Services (“ILS”) a narrative and budget proposal for the Fourth Upstate Quality Improvement and Caseload Reduction grant (“the Grant”). ILS subsequently approved the narrative and budget for the Grant for a term commencing retroactively on July 1, 2023 through June 30, 2026 in an aggregate amount of \$279,566.00. The annexed resolution authorizes the County to enter into an agreement with ILS for the receipt of the grant funds (the “Grant Agreement”). These additional funds provided by ILS can only be used to supplement and not supplant any local funds which the County would otherwise have had to expend for the provision of mandated indigent legal services.

Accordingly, authority is also requested for the County to enter into an agreement with The Legal Aid Society of Westchester County for the term commencing retroactively on July 1, 2023 through June 30, 2026 in an amount not to exceed \$279,566.00 (the “Agreement”).

The Grant Agreement and the Agreement will serve a public purpose in that they will enable the County to improve its effectiveness in providing counsel to indigent persons. The goals and objectives are to ensure that effective counsel is provided in a cost efficient manner.

The goals and objectives of the Grant Agreement and the Agreement are to improve the quality of legal representation provided to indigent persons.

The goals and objectives of the Grant Agreement and the Agreement will be tracked and monitored by the County Budget Office and performance measurements required by ILS.

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 any understands all of the Grant Terms, and d) will comply with all of the Grant Terms.

The Agreement with The Legal Aid Society of Westchester County is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section xiv thereof.

Accordingly, approval of the attached resolution is respectfully requested.

JMN/LAC  
Attachment

APPROVED BOARD OF ACQUISITION & CONTRACT - 10/31/2024 - RAYMOND SCULK, SECRETARY

**RESOLUTION**

Upon a communication from the County Attorney, be it

**RESOLVED**, that the County of Westchester (the “County”) be and is hereby authorized to enter into a grant agreement with the New York State Office of Indigent Legal Services for the Fourth Upstate Quality Improvement and Caseload Reduction grant (the “Grant”) for the receipt of \$279,566.00 in grant funds to improve the quality of mandated indigent legal services for the term commencing retroactively on July 1, 2023 through June 30, 2026; and be it further

**RESOLVED**, that the County be and is hereby authorized to enter into an agreement with The Legal Aid Society of Westchester County to implement the work plan under the Grant in an amount not to exceed \$279,566.00 for the term commencing retroactively on July 1, 2023 through June 30, 2026, payable pursuant to an approved budget; and be it further

**RESOLVED**, that the County Executive, or his duly authorized designee, is empowered to execute all documents necessary to effectuate the purposes hereof.

Account to be Charged/credited	Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	101	52	1000	9734		279,566.00

Budget Funding Year(s) 2023-2026 Start Date 7/1/23 End Date 06/30/26  
 (must match resolution)

Funding Source Tax Dollars \_\_\_\_\_  
 State Aid 100% \_\_\_\_\_  
\$279,566 Federal Aid \_\_\_\_\_  
 (must match resolution) Other \_\_\_\_\_

APPROVED BOARD OF ACQUISITION CONTRACT - 10/31/2024 RAYMOND SCULKY, SECRETARY