



George Latimer, County Executive
Leonard G. Townes, Commissioner
Department of Social Services

110114

DATE: December 10, 2024

TO: The Honorable Board of Acquisition and Contract

FROM: Leonard G. Townes, Commissioner
Department of Social Services

SUBJECT: Authority for the County of Westchester to enter into an agreement with Westhab, Inc., to provide permanent housing subsidies and intensive case management services to approximately thirty-two (32) parenting young adults between the ages of 18 and 24 and their families, and to three (3) chronic homeless single youth, for the period from December 1, 2024 through November 30, 2025, in an amount not-to-exceed \$1,001,466.

By resolutions approved on May 30, 2024 (the "May 30th Resolution," ID#109187) and July 18, 2024 (the "July 18th Resolution," ID#109530), your Honorable Board authorized the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into a certain Multiple Projects Renewal Grant Agreements (the "Grant Agreements") with the United States Department of Housing and Urban Development ("HUD"), in order to accept grant funds in the total amount of \$8,079,017, under HUD's 2024 Continuum of Care (CoC) Program ("the "Grants"), to be used to fund eight (8) projects, as described in Schedule "A", annexed to the July 18th Resolution.

On November 20, 2024, the County executed an agreement with HUD to accept \$1,025,139 for the purposes of funding HUD's Continuum of Care Program called "First Steps", one of the aforementioned eight projects.

Authority is now respectfully requested from your Honorable Board for the County, acting by and through its Department of Social Services (the "Department"), to enter into an agreement (the "Agreement," DSS3032A-24) with Westhab, Inc. ("Westhab") to utilize a portion of the Grant Funds in the amount of \$1,001,466, for the provision of permanent housing subsidies and intensive case management services to approximately thirty-two (32) parenting young adults between the ages of 18 and 24 and their families (wherein each of the families will have one or more disabled family members), and to three (3) chronic homeless single youth, for the period from December 1, 2024 through November

30, 2025. The Department shall retain \$23,673 of the remaining Grant Funds to cover the Department's administration cost.

Because the Agreement is a renewal grant, the Federal funding for this program is exempt from the Common Grant rules and the proposed Agreement with Westhab, Inc. may be renewed on a non-competitive basis pursuant to 24 CFR 583.235(a). In addition, the procurement of the Agreement is exempt from the Westchester County Procurement Policy and Procedures pursuant to Section 3(a) xiv, which exempts any procurement for the purpose of entering into a contract or contracts with not for profit organizations for the purposes of providing aid, care and support to persons in need of public assistance.

The proposed agreement will serve a public purpose by providing permanent housing and supportive services to homeless young adults between the ages of 18 and 24 and their families with a head of household recovering from mental illness or substance abuse and/or developmental issues and provide intensive supportive services to provide them with instruction in basic life skills and parenting skills.

The goals and objectives of the proposed agreement are to provide permanent housing to help young homeless households avoid dependency on social services, and develop the skills necessary to increase their chances at moving toward self-sufficiency.

The goals and objectives of the proposed agreement are in the best interests of the County in terms of fiscal responsibility, as the proposed agreement will make available to the County the funds necessary to implement the aforementioned program. The goals and objectives of the proposed agreement are also in the best interests of the County in terms of both fiscal responsibility and public health and safety as the programs funded by the proposed Agreement will be aimed at ensuring the well-being and safety of the targeted youth population and addressing the issues of homelessness and welfare dependency in the County which can reduce the costs associated with social services provided by the County.

The goals and objectives of the proposed Agreement will be tracked and monitored by the Department in accordance with the requirements of HUD. The Department will be required to submit Annual Progress Reports to HUD as a requirement of receiving the funding to be provided under the proposed Agreement. These multi-page Annual Progress Reports capture statistical data on those served, the various categories they fall into, the milestones reached, the money expended, etc., which must match the program outlined in the Department's Technical Submission.

Accordingly, authority is respectfully sought for the County of Westchester to enter into this proposed agreement.

LGT

RESOLUTION

Upon a communication from the Commissioner of the Department of Social Services, be it hereby

RESOLVED, that the County of Westchester, acting by and through the Department of Social Services, is hereby authorized to enter into an agreement (DSS3032A-24) with Westhab, Inc. ("Westhab") to provide permanent housing subsidies and intensive case management services to approximately thirty-two (32) parenting young adults between the ages of 18 and 24 and their families (each of the families will have one or more disabled family members), and to three (3) chronic homeless single youth, pursuant to HUD's First Steps Program in an amount not to exceed \$1,001,466 for the period from December 1, 2024 through November 30, 2025; and be it further

RESOLVED, that the agreement is subject to County appropriations; and be it further

RESOLVED, that the agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of the agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate the agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate the agreement upon reasonable prior written notice; and be it further

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

1. Account to be Charged/Credited:

Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub-Object	Trust Account	Dollars
263	22	929Z	4380	T929	\$1,001,466

2. Budget Funding Year(s): 2024-2025

Start Date: December 1, 2024

End Date: November 30, 2025

(must match resolution)

3. Funding Source:

Federal	100%	CFDA#(s)	14.267		
State	N/A	State ID#(s)			
Operating/Tax Levy	N/A				
Capital	N/A				

4. Total NTE: \$1,001,466
(must match resolution)

APPROVED BOARD OF ACQUISITION & CONTRACTING SERVICES
01/02/2025 - RAYMOND DECULKY, SECRETARY