



George Latimer
County Executive

Department of Social Services

Kevin M. McGuire
Commissioner

ONBASE 95627

DATE: August 23, 2022

TO: Board of Acquisition and Contract

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

SUBJECT: Authority to enter into a subgrant agreement with Westhab, Inc., to provide permanent housing subsidies and case management services to approximately 32 parents between the ages of 18 and 24 and their families, and to 3 chronic homeless single youth, for the period from December 1, 2022 through November 30, 2023, in an amount not-to-exceed \$937,492.00.

Authority is respectfully requested from your Honorable Board for the County of Westchester (the "County"), acting by and through its Department of Social Services (the "Department"), to enter into a subgrant agreement (the "Agreement") with Westhab, Inc. ("Westhab") to utilize a portion of the Grant Funds (as defined below) in the amount of \$937,492.00, for the provision of permanent housing subsidies and intensive case management services to approximately 32 young parents 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 3 chronic homeless single youth, for the period from December 1, 2022 through November 30, 2023. The Department shall retain \$23,673.00 of the remaining Grant Funds to cover the Department's administration cost.

By way of background, on May 12, 2022, your Honorable Board authorized the County to enter into a certain renewal grant agreement ("Grant Agreement"), with the United States Department of Housing and Urban Development ("HUD") in order to accept various grants, including a First Steps Program grant -- Grant No. NY0862L2T042110 -- in the amount of \$961,165.00 ("Grant Funds").

Because the Grant 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 this Agreement is exempt from the Westchester County Procurement Policy pursuant to Section 3(a) xiv regarding 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.

I respectfully recommend your Honorable Board's approval of the attached Resolution.

LGT/cmc

RESOLUTION

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

RESOLVED, that the County of Westchester (the "County"), acting by and through its Department of Social Services, is hereby authorized to enter into a subgrant agreement with Westhab, Inc. ("Westhab") to provide permanent housing subsidies and intensive case management services to approximately 32 parents between the ages of 18 and 24 and their families (each of the families will have one or more disabled family members), and to 3 chronic homeless single youth, pursuant to HUD's First Steps Program in an amount not to exceed \$937,492.00 for the period from December 1, 2022 through November 30, 2023; 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.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars
263	22	929T	4380	T929	937,492.00

Budget Funding Year(s): 2022-2023 Start Date: 12/01/22 End Date: 11/30 /23
(must match resolution)

Funding Source

Tax Dollars:

State Aid:

\$937,492 (Expense)

Federal Aid: 100%

must match resolution)

Other: