

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

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Meeting Date: August 17, 2010    [ X ] Consent           [   ] Regular
                                   [   ] Workshop          [   ] Public Hearing
Department
  
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Submitted By: Community Services

Submitted For: Community Action Program


I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Community Service Block Grant (CSBG) Policies and Procedure Manual (PPM) which establishes agency guidelines for providing services to assist participants who are at or below 200% of poverty level achieve self-sufficiency.

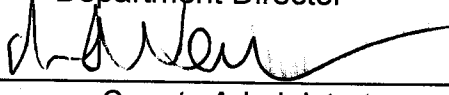
Summary: CSBG is a federal grant that is designed to help reduce poverty. CSBG services enable low-income participants who reside in Palm Beach County to achieve self-sufficiency. The CSBG PPM sets forth the guidelines for service provision and funding distribution. Services include, but are not limited to, obtaining education and skills for employment, utility bill assistance, emergency rental and mortgage assistance and referrals to other community-based agencies. (Community Action Program) Countywide (TKF)

Background and Justification: The State's Department of Community Affairs (DCA) oversees the distribution of the CSBG. Palm Beach County has been the recipient of CSBG since 1974. Agencies who receive CSBG funds are required to establish a policy and procedure manual that enables them to operate a comprehensive CSBG program. These guidelines are aligned with the CSBG grant and other requirements from DCA.

Attachments: CSBG Policy and Procedure Manual

Recommended by: 
Department Director

7/19/10
Date

Approved by: 
County Administrator

7/28/10
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	-0- *see below				

NET FISCAL IMPACT

ADDITIONAL FTE POSITIONS (Cumulative)

Is Item Included in Current Budget? Yes _____ No _____
 Budget Account No.: Fund: _____ Agency: _____ Org. _____ Object: _____
 Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: *Tauna Malhotra*
7/19/10

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

* There is no fiscal impact on this item.

[Signature] 7/23/10
 VA OFMB
 7/23/10

[Signature] 7/26/10
 Contract Dev and Control

B. Legal Sufficiency:

[Signature] 7/27/10
 Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.