PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: Feb	ruary 5, 2013	[X] []	Consent Ordinance	[[]	Regular Public Hearing
Department Submitted By: Submitted For:	<u>vices</u> an Serv	<u>ices</u>			-	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) receive and file Phase 30 grant award from the Emergency Food & Shelter National Board Program, for the period of January 1, 2012, through March 31, 2013, in an amount not to exceed \$138,784, for provision of Other Shelter, Rent/Mortgage, and Utility Payments to assist individuals and families in crisis;
- **B)** approve Downward Budget Amendment of \$80,435 in the General Fund for Human Services to align the budget to the actual grant award.

Summary: The Emergency Food and Shelter National Board Program (EFSP) is a restricted federal grant. On November 27, 2012, EFSP announced allocations for the Phase 30 award to Palm Beach County. The Award is administered locally by the United Way of Palm Beach County, Inc. This Award consists of funding for Other Shelter in the amount of \$60,528; Rent/Mortgage in the amount of \$68,239; and Utilities in the amount of \$10,017. Due to the late award announcement, the National Board extended the spending deadline to March 31, 2013. Staff in the Division of Human Service offices assess applicants for this program, approve service plans to assist these households and process invoices. The total amount of funds, \$138,784, is for a fifteen-month period and is non-recurring. No match is required for these funds. (Human Services) <u>Countywide</u> (TKF)

Background and Justification: This receive and file item is being submitted in accordance with Countywide PPM No. CW-0-051 to allow the Clerk's Office to note and receive the Agreement. Division staff are trained by EFSP representatives and required to follow the EFSP Manual and specific program requirements of the National Board as well as those mandated by the Federal government. The Division has been awarded EFSP funds annually since 1995.

Attachments:

1. Emergency Food & Shelter Program Award Letter

2. Budget Amendment

Recommended By: Department Director Approved By: Assistar/t/County Administrator

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs	138,784				
External Revenue	(138,784)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-				
			1		

ADDITIONAL FTE POSITIONS (Cumulative)

Is Item Included In Current Budget? Yes X No ____

Budget Account No.:

Fund <u>0001</u> Dept <u>148</u> Unit <u>1345</u> Object <u>8301</u> Program Code <u>Var.</u> Program Period <u>GY12</u>

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

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

5 Contract Development and

B. Legal Sufficiency:

1/28/13 Chief Assistant County Attorney

C. Other Department Review:

Department Director

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

Emergency Food & Shelter Program 2600 Quantum Boulevard Boynton Beach, FL 33426 561-375-6671

November 27, 2012

Claudia Tuck PBC Division of Human and Veteran Services 810 Datura Street, Suite #350 West Palm Beach, FL 33401

Dear Ms. Tuck:

It gives me great pleasure to announce that the local board for the Emergency Food and Shelter Program (EFSP) has voted to allocate **\$138,784** to your organization for Phase 30. These funds are effective from January 1, 2012 through March 31, 2013. By accepting the award, your confirm that your organization continues to have the ability to, and interest in, accepting and using these EFSP funds as described in your Phase 30 EFSP funding application. Remember, all Phase 30 funds must be spent by March 31, 2013. The national EFSP office will release first payment to all Local Recipient Organizations (LROs) after all of your documentation for Phase 30 has been received. You have been awarded funds in the following categories:

Other Shelter	\$60,528
Rent/Mortgage	\$68,239
Utilities	\$10,017

RSVP for the Mandatory Orientation Breakfast

On behalf of the Palm Beach County's local EFSP Board, I am pleased to invite you to a working breakfast on <u>Wednesday</u>, <u>December 19th</u>, from 8:30am to 10:00am. This breakfast will serve as the mandatory orientation for all Phase 30 recipients. General EFSP information as well as a number of key changes to the EFSP Phase 30 program will be highlighted. The breakfast will be held at United Way of Palm Beach County's Auditorium, 2600 Quantum Boulevard, Boynton Beach, FL 33426. Florida Power and Light has graciously agreed to sponsor the breakfast.

The National Board requires that each LRO send a staff person to this orientation. For organizations with multiple service centers, the Board requires that a staff member from each service center attend. Please **RSVP** with the names of those attending the breakfast/orientation by e-mailing the names of the participants and the agency/service center to <u>tamaraworley@unitedwaypbc.org</u>.

Important Notices:

- All client services are to be entered into CMIS prior to the distribution of funds
- Confirm with your bank to ensure that the account previously provided to the National Board is open for receipt of funds for EFT

Thank you for your cooperation. If you have any questions, please do not hesitate to call either Tamara Worley (561) 375-6630, or Christine Koehn (561) 375-6671 at United Way of Palm Beach County.

Sincerely,

Harew Deringer

Karen Deringer, Children's Services Council Chair, EFSP Local Board Palm Beach County

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

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BGEX - 140 - 010713*650 BGRV - 140 - 010713*162

FUND (0001) - GENERAL

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 01/07/13	REMAINING BALANCE
REVENUE								
148 1345 3168 Fede Total Revenue	eral Grant Indirect - Human Services	219,219 1,037,880,761	219,219 1,037,975,530	0	(80,435) (80,435)	138,784 1,037,895,095	0	138,784
EXPENDITURE								
148 1345 8301 Cont <u>Total Expenditures</u>	tributions For Individuals	219,219 1,037,880,761	219,219 1,037,975,530	0	(80,435) (80,435)	138,784 1,037,895,095		138,784
D_BLNK.xl		Signatures		Date		By Board of Cour	nty Commissioners	;
OMMUNITY SERVICES	VISION Channell Wilkins	Journa Malholer				At Meeting of	Feb 5, 2013	_
dministration/Budget Depar FMB Department - Posted	tment Approval	/				Deputy Clerk to t Board of County		