## PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

## AGENDA ITEM SUMMARY

Meeting Date: September 12, 2017 [X] Consent [ ] Regular										
[ ] Ordinance [ ] Public Hearing Department Submitted By: Community Services Submitted For: Division of Human and Veteran Services										
I. EXECUTIVE BRIEF										
Motion and Title: Staff recommends motion to:										
A) receive and file notice of funding allocation for Phase 34 of the Emergency Food and Shelter Program, for the period April 1, 2017 through January 31, 2018, in an amount of \$295,000, for the provision of shelter and rent/mortgage payments to assist individuals and families in crisis; and										
<b>B) approve</b> Budget Amendment of \$295,000 in the Human Services Division General Fund to align the budget with the actual grant award.										
<b>Summary:</b> The Emergency Food and Shelter Program (EFSP) is a restricted federal grant. On July 26, 2017, EFSP announced allocations for the Phase 34 award to Palm Beach County. The award is administered locally by the United Way of Palm Beach County, Inc. and consists of funding for the following categories: Other Shelter in the amount of \$20,000, and Rent/Mortgage in the amount of \$275,000. On April 4, 2017, the Board of County Commissioners ratified the Mayor's signature on the Phase 34 EFSP application. This notice of funding allocation is being submitted in accordance with Countywide PPM No. CW-O-051 to allow the Clerk and Comptroller's Office to receive and file this item. <b>No County match funds are required</b> . (Human Services) <u>Countywide</u> (HH)										
<b>Background and Justification:</b> The Human Services Division staff are trained by EFSP representatives and are required to follow the EFSP manual and specific program requirements of the EFSP National Board and the Federal Government. The Division of Human and Veteran Services has been awarded EFSP funds annually since 1995.										
Attachments: 1. Notice of Funding Allocation 2. Budget Amendment										
Recommended By: Separtment Director Date										
Approved By:     Marcy L Bolton										

#### **II. FISCAL IMPACT ANALYSIS**

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2017	2018	2019	2020	2021
Capital Expenditures					
Operating Costs	177,000	118,000			
External Revenue	(177,000)	(118,000)			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	-0-	-0-			
# ADDITIONAL FTE POSITIONS (Cumulative)					
Budget Account No.: Fund <u>0001</u> Dept. <u>148</u> Unit <u>1</u>		_			I <u>GY16</u>
Fund <u>0001</u> Dept. <u>148</u> Unit <u>1</u> <b>B. Recommended Sou</b> Funding source is Fe	urces of Funds ederal Emergen al Review:	/Summary of F	iscal Impadelter Nation	c <b>t:</b> al Board P	rogram
Fund <u>0001</u> Dept. <u>148</u> Unit <u>1</u> <b>B. Recommended Sou</b> Funding source is Fe	urces of Funds ederal Emergen al Review: Julie	<b>/Summary of F</b> cy Food and Sh	iscal Impadelter Nation	c <b>t:</b> al Board P	rogram
Fund <u>0001</u> Dept. <u>148</u> Unit <u>1</u> <b>B. Recommended Sou</b> Funding source is Fe	urces of Funds ederal Emergen al Review: Julie	/Summary of F cy Food and Sh  Dowe, Director	iscal Impace	et: al Board P and Suppo	rogram

C. Other Department Review:

Department Director

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

Attachment 1

Emergency Food & Shelter Program 477 South Rosemary Avenue, Suite 230 West Palm Beach, FL 33401 561-375-6630

July 26, 2017

Georgiana Devine PBC Division of Human Services/BOCC 810 Datura Street, Suite #350 West Palm Beach, FL 33401

RE: REVISED SPENDING PERIOD

Dear Ms. Devine:

It gives me great pleasure to announce that the local board for the Emergency Food and Shelter Program (EFSP) has voted to allocate \$295,000 to your organization for Phase 34. These funds are effective from April 1, 2017 through January 31, 2018. By accepting the award your organization agrees to accept referrals from other agencies. Remember, all Phase 34 allocated funds must be spent prior to January 31, 2018. The national EFSP office will release first payments to all Local Recipient Organizations (LRO) once all documentation for Phase 34 has been received from the EFSP Local Board. You have been awarded funds in the following categories:

Rent/Mortgage Other Shelter \$ 275,000 \$ 20,000

#### **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 Wednesday, July 26<sup>th</sup>, 2017 from 8:30am to 11:00am. This breakfast will serve as the mandatory orientation for ALL Phase 34 recipients. The breakfast will be held at United Way of Palm Beach County, 477 South Rosemary Avenue, Suite 230, West Palm Beach, FL 33401.

The National Board requires that each LRO send a staff person responsible for allocating funds for clients to this orientation, including the staff person responsible for completing any required reports. For those 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 tamaraworley@unitedwaypbc.org.

#### 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 Donna Quinlan (561) 375-6671 at United Way of Palm Beach County.

Sincerely,

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Daryl Houston, Community Foundation for Palm Beach and Martin Counties

Chair, EFSP Local Board, Palm Beach County

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# BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

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BGEX - 148 - 0710170000000001502 BGRV - 148 - 07101700000000000465

FUND (0001) - General Fund

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

•		J					EXPENDED/	
ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	ENCUMBERED AS OF 07/10/2017	REMAINING BALANCE
REVENUE								
148 1345 3168 Fed	Grnt Indirect-Human Servcs	204,555	291,427	295,000	0	586,427		
Total Revenue		1,250,360,402	1,270,557,773	295,000	0	1,270,852,773		
EXPENDITURE								
148 1345 8301 Con	ntributions for Individuals	204,555	278,134	295,000	. 0	573,134	0	
Total Expenditures		1,250,360,402	1,270,557,773	295,000	0	1,270,852,773	0	1,270,852,77
		Signatures	^	Date Nes & Green		•	nty Commissioners	<b>.</b>
COMMUNITY SERVICES NITIATING DEPARTMENT/D	DIVISION James Green		)a	wes to				
dministration/Budget Depa	artment Approval					Deputy Clerk to t	he	
FMB Department - Posted					E	Board of County	Commissioners	