

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: June 5, 2018	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular
	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Public Hearing

Department
Submitted By: Community Services
Submitted For: Community Action Program

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

A) ratify the signature of the Mayor on Modification No. 3 to the Florida Department of Economic Opportunity (DEO) Federal Fiscal Year (FFY) 2017 Low-Income Home Energy Assistance Program (LIHEAP) Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 (R2017-0996), for the period of April 1, 2017, through September 30, 2020, increasing the original grant agreement amount by \$2,932,016 for a new total amount not to exceed \$6,345,806, to provide energy payment assistance to over 7,000 low-income clients residing in Palm Beach County; and

B) approve Budget Amendment of \$1,447,697 in the Low-Income Home Energy Assistance Program fund to align the budget to the actual grant award.

Summary: This modification will allow the DEO to align all subgrant agreements with the federal fiscal year. The funding allocations are based on federal appropriations through September 30, 2019 and a new Notice of Funding Availability (NFA) will be awarded for FFY 2020, which will enable the Community Action Program (CAP) to provide assistance to approximately 7,000 low-income households with energy bills and crisis assistance to prevent service disconnection and to restore utility services. The DEO sent instructions to return the modification as soon as possible. The emergency signature process was utilized because there was not sufficient time to submit the grant modification through the regular Board of County Commissioner's agenda process. **No County funds are required.** (Community Action Program) Countywide (HH)

Background and Justification: The LIHEAP Program has been administered by CAP since 1992. The FFY 2017 subgrant agreement will continue to ensure that assistance is provided to low-income families to prevent energy service disconnection.

Attachments:

1. LIHEAP Modification No. 3 Subgrant Agreement No. 17EA-0F-10-60-01-023 with Walkthrough Memo
 2. Budget Amendment
- =====

Recommended By: <u><i>J. Tamm</i></u>	<u>5/17/18</u>
Department Director	Date
Approved By: <u><i>Nancy L. Bolton</i></u>	<u>5/30/18</u>
Assistant County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	1,466,008	1,466,008			
External Revenue	(1,466,008)	(1,466,008)			
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	0	0			

No. ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Current Budget? Yes _____ No X
Does this item include the use of federal funds? Yes X No _____

Budget Account No.:
Fund 1009 Dept 145 Unit 1462 Object Var. Program Code Var. Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:
US Department of Health and Human Services, through the Florida Department of Economic Opportunity

C. Departmental Fiscal Review: [Signature]
Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

[Signature] 5/22/18 [Signature] 5/29/18
OFMB ^{CB} _{5/24} 5/25/18 Contract Development and Control

B. Legal Sufficiency:

[Signature]
Assistant County Attorney

C. Other Department Review:

Department Director

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

MEMORANDUM



Community Services Department

810 Datura Street
West Palm Beach, FL 33401
(561) 355-4700
FAX: (561) 355-3863
www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**

Melissa McKinlay, Mayor
Mack Bernard, Vice Mayor
Hal R. Valeche
Paulette Burdick
Dave Kerner
Steven L. Abrams
Mary Lou Berger

County Administrator

Verdenia C. Baker



"An Equal Opportunity
Affirmative Action Employer"

TO: Melissa McKinlay, Mayor
Board of County Commissioners

THRU: Verdenia C. Baker, County Administrator
Board of County Commissioners

THRU: Nancy L. Bolton, Assistant County Administrator
Board of County Commissioners

FROM: James Green, Director
Community Services Department

DATE: April 18, 2018

RE: Modification No. 3 to FFY 2017 Low-Income Home Energy Assistance Program Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023

Pursuant to Section 309 of the Administrative Code, your signature is needed on the approval of Modification No. 3 to the FFY 2017 Low-Income Home Energy Assistance Program (LIHEAP) Federally Funded Subgrant Agreement No. 17EA-0F-10-60-01-023 (R2017-0996) with the Florida Department of Economic Opportunity (DEO), for the period April 1, 2017, through September 30, 2020. This modification increases the original grant agreement amount by \$2,932,016, for a new not to exceed amount of \$6,345,806. The funds will be used to provide energy payment assistance to low-income clients residing in Palm Beach County. During Grant Year 2015-2016, the Palm Beach County Community Action Program (CAP) used its LIHEAP funds to prevent, or restore electricity services to over 7,000 low-income clients residing in Palm Beach County. No County Match funds are required.

The DEO sent instructions to return this modification as soon as possible. The emergency signature process is being utilized because there is not sufficient time to submit this item through the regular BCC agenda process. Staff will submit this item at the next available BCC meeting.

If additional information is needed, please contact Natalie Diaz Rodriguez at (561)355-4208.

Approved by:

Assistant Department Director

Helene Hvizi
Assistant County Attorney

OFMB

Assistant County Administrator

Attachments:

FFY 2017 LIHEAP Modification No. 3 Agreement No. 17EA-0F-10-60-01-023

**MODIFICATION NUMBER THREE OF AGREEMENT BETWEEN THE
FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY
FFY 2017 LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP) AND
PALM BEACH COUNTY, FLORIDA**

CFDA Number: 93.568

Agreement Number: 17EA-OF-10-60-01-023

FEDERALLY FUNDED SUBGRANT AGREEMENT

THIS MODIFICATION Number Three is entered into between the State of Florida, Department of Economic Opportunity, with headquarters in Tallahassee, Florida, hereinafter referred to as "DEO," and Palm Beach County, Florida, hereinafter referred to as "Subrecipient" (each individually a "Party" and collectively "the Parties").

WHEREAS, Paragraph (4)(b) of the Agreement provides that "[m]odifications to this Agreement must be in writing, on DEO-approved forms, as applicable, and duly signed by the Parties"; and

WHEREAS, DEO and Subrecipient have entered into Agreement Number 17EA-OF-10-60-01-023, in which DEO awarded Subrecipient **Three Million Four Hundred Thirteen Thousand Seven Hundred Ninety Dollars and Zero Cents (\$3,413,790.00)** in Low-Income Home Energy Assistance Program (LIHEAP) funds ("the Agreement"); and

WHEREAS, LIHEAP Federal Fiscal Year 2018 funds are available to increase the amount of funding granted to Subrecipient.

NOW, THEREFORE, in consideration of the mutual promises of the Parties contained herein, the Parties agree as follows:

1. Subparagraph (18)(a), FUNDING/CONSIDERATION, is hereby deleted in its entirety and replaced with the following:

"(a) This is a cost-reimbursement agreement. DEO awards Subrecipient **Six Million Three Hundred Forty-Five Thousand Eight Hundred Six Dollars and Zero Cents (\$6,345,806.00)**, subject to the terms and conditions of this Agreement, availability of funds and appropriate budget authority; however, Subrecipient may incur costs and submit for reimbursement only up to the Total (Revised) Funds Released dollar amount listed in Subrecipient's most recently DEO-issued Notice of Fund Availability (NFA). Each such NFA, and any attachments thereto, duly issued to Subrecipient by DEO, including, but not limited to its special terms, conditions, and instructions, is incorporated into the Agreement by reference."

2. To the extent there is any conflict between the provisions of this Modification, including any attachments and exhibits thereto, and the provisions of the Agreement, including any attachments and exhibits thereto, the provisions of this Modification shall supersede and control.

3. All provisions of the Agreement, including Modifications One and Two and any attachments or exhibits thereto, not amended by or in conflict with this Modification, remain in full force and effect.

STATE OF FLORIDA
DEPARTMENT OF ECONOMIC OPPORTUNITY
FEDERALLY FUNDED SUBGRANT AGREEMENT
SIGNATURE PAGE

IN WITNESS WHEREOF, by signature below, the Parties agree to abide by the terms, conditions, and provisions of the Agreement, as modified. This Modification shall be effective on the date last executed by the Parties.

SUBRECIPIENT
Palm Beach County, Florida

By: Melissa McKinlay
(Signature)

Melissa McKinlay, Mayor
(Print/Type Name and Title Here)

Date: _____

59-6000785
Federal Identification Number

078470481
DUNS Number

17EA-0F-10-60-01-023
Agreement Number

APPROVED AS TO TERMS
AND CONDITIONS
BY: mal
DEPARTMENT HEAD

STATE OF FLORIDA
DEPARTMENT OF ECONOMIC OPPORTUNITY

By: _____

Debbie Smiley, Chief
Bureau of Economic Self-Sufficiency

Date: _____

Approved as to form and legal
sufficiency, subject only to full and
proper execution by the Parties.

Office of the General Counsel
Department of Economic Opportunity

By: _____

Approved Date: _____

Approved As to Form And Legal Sufficiency
By: Helene C. Heyd
Assistant County Attorney

Attest: Sharon R. Bock, Clerk and Comptroller

By: _____
Deputy Clerk

18 0745

Attachment 2

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

Page 1 of 1

BGEX - 145 -05081800000000001353

BGRV - 145 -05081800000000000408

FUND (1009) - LOW INCOME HOME ENERGY ASSISTANCE PROGRAM

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	REMAINING BALANCE
REVENUE								
145 1462 3168	Fed Grant Indirect - Human Services	2,968,638	3,519,565	1,447,697	0	4,967,262		
Total Revenue		2,982,989	3,533,916	1,447,697	0	4,981,613		
EXPENDITURE								
145 1462 1201	Salaries & Wages Regular	292,528	345,259	55,239	0	400,498	213,773	186,725
145 1462 1401	Salaries & Wages Overtime	1	1	3,000	0	3,001	1,461	1,540
145 1462 1501	Wages-Special-No Frs Contribu	1	1	500	0	501	193	309
145 1462 2101	Fica-Taxes	18,137	18,137	6,695	0	24,832	12,783	12,049
145 1462 2105	Fica Medicare	4,242	4,242	1,565	0	5,807	2,989	2,818
145 1462 2201	Retirement Contributions_Frs	23,139	23,139	14,569	0	37,708	19,918	17,790
145 1462 2301	Insurance-Life & Health	99,400	99,400	32,506	0	131,906	64,226	67,680
145 1462 3401	Other Contractual Services	1,500	1,500	100,000	0	101,500	0	101,500
145 1462 3404	Temp Serv/Contracted Salaries	150,000	195,500	150,000	0	345,500	64,555	280,945
145 1462 4301	Utilities/Electric	1,500	1,500	1,500	0	3,000	1,460	1,540
145 1462 4304	Utilities/Water	500	500	500	0	1,000	415	585
145 1462 5111	Office Furniture and Equipment	2,000	2,000	5,000	0	7,000	4,802	2,198
145 1462 8301	Contributions for Individuals	2,351,788	2,807,560	1,076,623	0	3,884,183	1,546,372	2,337,811
Total Expenditures		2,982,989	3,533,916	1,447,697	0	4,981,613		

Signatures

Date

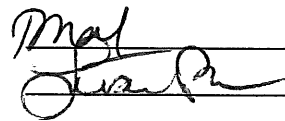
By Board of County Commissioners
At Meeting of 6/5/2018

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION James Green

Administration/Budget Department Approval

OFMB Department - Posted



5/22/18

Deputy Clerk to the
Board of County Commissioners