## PALM BEACH COUNTY **BOARD OF COUNTY COMMISSIONERS**

## AGENDA ITEM SUMMARY

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Meeting Date: Jul Department	y 10, 2018	[X] [ ]	Consent Ordinance	[ ] Regular [ ] Public Hearing
Submitted By: Submitted For:	Community Servic Division of Senior		es	
		XECU	TIVE BRIEF	

## Motion and Title: Staff recommends motion to approve:

A) Amendment 009 to Standard Agreement No. IP015-9500 (R2015-1449) for Emergency Home Energy Assistance Program (EHEAP) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period April 1, 2015 through September 30, 2018, to revise, amend, and replace portions of the standard agreement and increase overall total funding to \$33,746, to provide home energy assistance to seniors;

B) Renewal Agreement No. 2015-305-9500 (R2016-1332) for the Housing Finance Agency (HFA) Hardest Hit Fund (HHF) Elderly Mortgage Assistance (Elmore) Program with AAA, for the period July 1, 2018, through June 30, 2019, to renew the Agreement for the second oneyear renewal term, to assist senior homeowners with collecting documents necessary to determine the homeowner's eligibility for the Elmore Program; and

C) Budget Amendment of \$10,104 in the Division of Senior Services Administration Fund to align the budget to the actual grant award.

Summary: EHEAP Amendment 009 is necessary to incorporate changes made to the Standard Agreement. This amendment revises the 2017-2018 funding allocation and extends the period end date to September 30, 2018. Elmore is a foreclosure prevention assistance program funded by the Department of Health and Human Services via AAA. The HFA has determined that the senior homeowners targeted for assistance under the Elmore Program in many instances require special assistance and services in assembling and providing the documents and information needed in order to qualify and process their applications. The Division of Senior Services (DOSS) is the designated Lead Agency for the AAA Service Area A and as such is qualified to provide such services. A rate of \$47 shall be paid to DOSS for each hour that is spent in person assisting the senior homeowners. DOSS is responsible for providing services north of Hypoluxo Road. The areas of service include all of the County, excluding portions of Districts 3, 4, 5 and 7 south of Hypoluxo Road. The Mae Volen Senior Center, Inc. is responsible for providing services in the areas south of Hypoluxo Road. Sufficient funding is included in the current budget to meet County obligations. No additional funds are required for this amendment. (Division of Senior Services) Countywide, except for portions of Districts 3, 4, 5, and 7 south of Hypoluxo Road (HH)

## **Background and Justification: (On Page 3)**

## Attachments:

1. Amendment 009 to Standard Agreement No. IP015-9500

- 2. Renewal Agreement No. 2015-305-9500
- 3. Budget Amendment

Recommended By:	Department Director	6 - 14 - 18 Date
Approved By:	pire Juchason	7/2/18
	Assistant County Administrator	Date

Assistant County Administrator

## II. FISCAL IMPACT ANALYSIS

## A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	10,104				
External Revenue	(10,104)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0				

# ADDITIONAL FTE POSITIONS (Cumulative)			
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Is Item Included In Current Budget:	Yes	Х	Νο
Does this item include the use of federal funds?	Yes _	X	No

Budget Account No.:

Fund <u>1006</u> Dept <u>144</u> Unit <u>1483</u> Object Var. Program Code/Period Var.

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

Funding source is the Federal Government. Sufficient funding is included in the current budget to meet County obligations. No additional funds are required for this amendment.

Total Funding	1483
<u>Funds</u>	EHEAP
Grant	10,104
Match (10%)	0
NSIP	0
Program Income	0
Addnl. County Funds	<u>0</u>
Total	10,104 ر

C. Departmental Fiscal Review

Julie Dowe, Director, Financial & Support Svcs.

## **III. REVIEW COMMENTS**

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

118 ÓFMB Contract De ment and Control Gig Legal Sufficiency Β.

Assistant County Attorney

C. Other Department Review:

**Department Director** 

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

## Page 3

## (Continued from page 1)

**Background and Justification:** Funds are used to provide emergency home energy assistance to seniors in crisis. Grant adjustments are made during the contract year to align services with need. Renewal for Florida Housing that was directed by the U.S. Department of the Treasury to administer a foreclosure prevention assistance program. Elmore provides assistance to senior homeowners who, after having received the equity proceeds they were due under their reverse mortgage loans, are at risk of foreclosure due to their inability to pay property taxes, flood and hazard insurance premiums, special assessments, association dues and other contractually required charges on their homes as required under the terms of their reverse mortgages.

This AMENDMENT entered into by the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. hereinafter referred to as the "Agency" and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "Provider," and collectively referred to as the "Parties", amends Agreement IP015-9500.

The purpose of this amendment is to revise the funding allocation for the 2017-2018 Agreement period. Additionally, this amendment (1) amends paragraph 4 of the Standard Agreement; (2) revises and replaces Attachment III, Exhibit – 1; and (3) revises and replaces Attachment VII Budget Summary.

(1) Paragraph 4 of the Standard Agreement is hereby amended to read:

#### 4. Agreement Amount

The Agency awards the Provider for services in accordance with the conditions of this Agreement in an amount not to exceed \$33,746.00, subject to the availability of funds. The Agency will provide a spending authority in the amount of \$202,401.00 for client services. Any costs or services paid for under any other contract and/or agreement from any other source are not eligible for payment under this Agreement.

These funds are allocated for the period April 1, 2015 – March 31, 2016

	Funding	g Allocation			
Program Title	Year	Funding Sou	rces	CFDA	Amount
Emergency Home Energy	2015-2016	U.S. Health	and	93.568	\$8,021.00
Assistance Program		Human Service	es		
ΤΟΤΑ	L AGREEMENT A	MOUNT:			\$8,021.00

These funds are allocated for the period April 1, 2016 – March 31, 2017

Funding Allocation						
Year	Funding Sources	CFDA	Amount			
2016-2017	U.S. Health and	93.568	\$8,240.00			
	Human Services					
L AGREEMENT A	MOUNT:		\$8,240.00			
	Year 2016-2017	YearFunding Sources2016-2017U.S. Health and	YearFunding SourcesCFDA2016-2017U.S. Health and Human Services93.568			

These funds are allocated for the period April 1, 2017 – September 30, 2018

	Funding	g Alloca	tion			
Program Title	Year	Fun	ding Sou	rces	CFDA	Amount
Emergency Home Energy	2017-2018	U.S.	Health	and	93.568	\$33,746.00
Assistance Program		Huma	an Service	es		
ΤΟΤΑ	LAGREEMENT A	MOUN	T:			\$33,746.00

 TOTAL FEDERAL AWARD FOR FUNDING YEARS 2015-2016, 2016-2017 AND
 \$50,007.00

 2017-2018:
 \$50,007.00

### (2) Attachment III, Exhibit–1 is replaced with the following Attachment III:

#### ATTACHMENT III

Note: Title 2 CFR § 200.331, as revised, and section 215.97(5) Florida Statutes, require that the information about Federal programs and State projects included in Attachment III be provided to the recipient. Information contained herein is a prediction of funding sources and related amounts based on the Agreement budget.

# 1. FEDERAL RESOURCES AWARDED TO THE PROVIDER PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

PROGRAM TITLE	YEAR	FUNDING SOURCE	CFDA	AMOUNT
Emergency Home Energy Assistance Program	2015-2016	U.S. Health and Human Services	93.568	\$8,021.00
PROGRAM TITLE	YEAR	FUNDING SOURCE	CFDA	AMOUNT
Emergency Home Energy Assistance Program	2016-2017	U.S. Health and Human Services	93.568	\$8,240.00
PROGRAM TITLE	YEAR	FUNDING SOURCE	CFDA	AMOUNT
Emergency Home Energy Assistance Program	2017-2018	U.S. Health and Human Services	93.568	\$33,746.00

 TOTAL FEDERAL AWARD FOR FUNDING YEARS 2015-2016, 2016-2017 AND
 \$50,007.00

 2017-2018:
 \$50,007.00

#### FEDERAL FUNDS

2 CFR Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. OMB Circular A-133 – Audits of States, Local Governments, and Non-Profit Organizations.

Attachment VII Budget Summary is replaced with the following Attachment VII:

ATTACHMENT VII

#### EMERGENCY HOME ENERGY ASSISTANCE FOR THE ELDERLY PROGRAM **BUDGET SUMMARY**

#### PSA: <u>9</u>

Original\_ Amendment 009

**PROVIDER:** 

Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County

Commissioners

#### 2015-2016 FUNDING YEAR

Administration*	\$1,200.00
Outreach*	\$6,821.00
EHEAP Benefits (Crisis)	\$127,179.00
Weather-Related/Supply-Shortage	\$0.00
Total	\$135,200.00
Projected minimum number of Consumers to be served (Crisis):	212
Projected minimum number of Consumers to be served (Weather-Related/Supply Shortage):	0
	Outreach*         EHEAP Benefits (Crisis)         Weather-Related/Supply-Shortage         Total         Projected minimum number of Consumers to be served (Crisis):         Projected minimum number of Consumers to be

2016-2017 FUNDING YEAR

1.	Administration*	\$1,200.00
2.	Outreach*	\$7,040.00
3.	EHEAP Benefits (Crisis)	\$120,897.70
4.	Weather-Related/Supply-Shortage**	\$0.00
5.	Total	\$129,137.70
6.	Projected minimum number of consumers to be served (Crisis):	216
7.	Projected minimum number of consumers to be served (Weather-Related/Supply Shortage):	0

#### 2017-2018 FUNDING YEAR

1.	Administration*	\$2,400.00
2.	Outreach*	\$31,346.00
3.	EHEAP Benefits (Crisis)	\$202,401.00
4.	Weather-Related/Supply-Shortage**	\$0.00
5.	Total	\$236,147.00
6.	Projected minimum number of consumers to be served (Crisis):	337
7.	Projected minimum number of consumers to be served (Weather-Related/Supply Shortage):	0

NOTE: Eligible households may be provided with one benefit per season up to six hundred dollars per benefit. The minimum number of consumers may reflect duplicated consumers if a consumer received a benefit in both seasons.

\*Allowable administrative and outreach funds may be used for emergency energy assistance benefits upon approval of the transfer by the Agency.

This amendment shall be effective on the last date that the amendment has been signed by both Parties.

All provisions in the Agreement and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the Agreement.

4

This amendment and all of its attachments are hereby made a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this 6 page amendment to be executed by their officials there unto duly authorized.

Palm Beach County, a political subdivision **Provider:** of the State of Florida, by and through its Board of County Commissioners

## AREA AGENCY ON AGING OF PALM BEACH/TREASURE COAST, INC.

SIGNED BY:

SHARON R. BOCK, Clerk and Comptroller

Melissa McKinlay, Mayor

BY:\_\_\_\_

DATE:

SIGNED

BY:

NAME: \_\_\_\_\_

TITLE:

DATE:\_\_\_\_\_

Federal Tax ID: <u>59-6000785</u> Fiscal Year Ending Date:

Approved As To Form and Legal Sufficiency

Assistant County Attorney

Approved as to terms, and conditions

Department Director

AGREEMENT NO. IP015-9500

#### Attestation Statement

#### Agreement Number IP015-9500

#### Amendment Number 009

I, <u>Melissa McKinlay, Mayor</u>, attest that no changes or revisions have been made to (Provider Representative)

the content of the above referenced agreement/contract or amendment between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. and Palm Beach County, a political subdivision of the State of Florida by and through its Board of County Commissioners. The only exception to this statement would be for changes in page formatting, due to the differences in electronic data processing media, which has no effect on the agreement/contract content.

Signature of Provider Representative Melissa McKinlay, Mayor Date

Approved As To Form And Legal Sufficiency By:\_\_\_\_\_ Assistant County Attorney Attest: Sharon R. Bock Clerk and Comptroller By:\_\_\_\_\_

6

Deputy Clerk

This RENEWAL for Hardest Hit Fund (HHF) Area Agency on Aging ("AAA") Services for the HFA Hardest Hit Fund Elderly Mortgage Assistance ("Elmore") Agreement # 2015-305-9500 (Agreement) is entered into by and between the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. hereinafter referred to as the "Agency," and and Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners hereinafter referred to as "Provider," and collectively referred to as "Parties," and renews Agreement #2015-305-9500. Upon execution by both Parties, this Renewal shall become effective on July 1, 2018 (Effective Date).

As stated on Section 4 of the Agreement, if the Parties mutually agree in writing, the Agreement may be renewed up to three (3) times. Each renewal shall be for an additional one-year period.

The purpose of this Renewal is to renew the Agreement for the first one-year renewal term, subject to the terms and conditions set forth below.

#### AGREEMENT

NOW THEREFORE, in consideration of the terms and conditions contained in the Agreement and this Renewal, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

A. <u>Effective Date: Recitals</u>. Upon its execution by both parties, this Renewal shall be effective as of the Effective Date. The above recitals are true and correct and form a part of this Amendment.

B. <u>Renewal.</u> The Contract is hereby renewed for the second one-year renewal term, beginning July 1, 2018, and ending June 30, 2019. Subject to any previous amendments or modifications and except as otherwise provided in this Renewal, the Agreement shall stand renewed upon its same terms and conditions.

All rights, powers and remedies provided herein may be exercised only to the extent that the exercise thereof does not violate any applicable law and are intended to be limited to the extent necessary so that they will not render this Renewal invalid, illegal, or unenforceable under any applicable law. If any term of this Renewal shall be held to be invalid, illegal or unenforceable, the validity of the other terms of this Renewal shall in no way be affected thereby.

Except as specifically modified by this Renewal, the Agreement shall remain in full force and effect, and all of the terms and provisions thereof are hereby ratified and confirmed.

#### REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

July 1, 2018-June 30, 2019

IN WITNESS WHEREOF, the Parties have caused this Renewal to Agreement # 2015-305-9500 to be executed by their undersigned representatives as duly authorized. Upon execution by both Parties, this Agreement shall be effective as of the Effective Date.

2

	PALM BEACH COUNTY, FLORIDA
Provider:	A Political Subdivision of the State of
	Florida

#### AREA AGENCY ON AGING OF PALM/BEACH TREASURE COAST, INC.

SIGNED BY:

NAME: \_\_\_\_\_

SHARON R. BOCK, Clerk and Comptroller

Melissa McKinlay, Mayor

DATE: \_\_\_

SIGNED BY:

TITLE:

BY:

DATE:

Deputy Clerk DATE:

Federal Tax ID: <u>59-6000785</u> Fiscal Year Ending Date:

Approved as to form and legal sufficiency

Assistant County Attorney

Approved as to terms and conditions Ş 5 partment Director

## Attachment 3

#### BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET <u>AMENDMENT</u>

Page 1 of 1

BGEX - 144 - 050718\*1347 BGRV - 144 - 050718\*406

FUND (1006) - DOSS - Administration

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

ACCT.NUMB	ER ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 5/16/2018	REMAINING BALANCE
REVENUE <u>Elmore Program</u> 144 1451	4699 Charge Services Other Human Services	23,688	23,688	0	0	23,688		
144 1451	4099 Charge Services Other Human Services	23,000	23,000	0	0	20,000		
EHEAP			22.242	10.101	0	44.040		
144 1483 Total Reve	3168 Fed Grant Indirect - Human Services	<u> </u>	30,912 <b>10,041,587</b>	<u> </u>	0 0	41,016 <b>10,051,691</b>		
EXPENDIT Elmore Program	URE							
144 1451	4007 Travel-Mileage	758	55	0	0	55	0	55
EHEAP	3401 Other Contractual Services	1	9,173	10,104	0	19,277	11	19,266
144 1483 Total Expe		9,297,554	10,041,587	10,104	0	10,051,691	11	10,051,680
L		Signatures		Date		By Board of County Commissioners At Meeting on July 10, 2018		
COMMUNITY SEI	RVICES ARTMENT/DIVISION James Green	Jones E. IL		6-14-18				
Administration/Budget Department Approval		1			D	eputy Clerk to th	10	2019
OFMB Department - Posted						oard of County		
						-		