AGENDA ITEM #: 3E-6

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

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Meeting Date: July 2, 2019 **[X] Consent [ ] Regular**
[ ] Ordinance [ ] Public Hearing

Department
Submitted By: **Community Services**
Submitted For: **Division of Senior Services**

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) Amendment 001 to Standard Agreement No. IP018-9500 (R2018-1978) for Emergency Home Energy Assistance Program (EHEAP) with the Area Agency on Aging of Palm Beach/Treasure Coast, Inc. (AAA), for the period October 1 2018, through September 30, 2019, to revise, amend, and replace portions of the standard agreement and increase overall funding by $16,000 to provide home energy assistance to Palm Beach County seniors; and

B) a Budget Amendment of $17,364 in the Division of Senior Services Administration Fund to align the budget to the actual grant award.

Summary: EHEAP is funded by the U.S. Department of Health and Human Services via AAA and provides an emergency home energy assistance program for seniors. The purpose of Amendment No. 001 is to revise the funding allocation for the Grant Year (GY) 2018-2019 agreement period and also extend the agreement period through September 30, 2019. EHEAP services were provided to seniors aged 60 and older experiencing a home energy emergency. Seniors who are unable to pay their electric bills can receive financial assistance up to twice a year, once during the heating season (October – March) and once during the cooling season (April – September). Under this contract to date, 264 seniors received services and 136 more seniors are estimated to be served by the end of this contract period, for an approximate total of 400 seniors who will receive energy payment assistance services. DOSS is responsible for providing services north of Hypoluxo Rd. The areas of service include all of the districts, excluding portions of Districts 3, 4, 5 and 7 south of Hypoluxo Rd. The Mae Volen Senior Center, Inc. is responsible for providing services in the areas south of Hypoluxo Rd. 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: 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.

Attachments:
1. Amendment 001 to Standard Agreement No. IP018-9500
2. Budget Amendment

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Recommended By: James E. Green 6/19/19
Department Director **Date**

Approved By: Nancy L. Bolton 6/25/19
Assistant County Administrator **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures					
Operating Costs	8,595				
External Revenue	(8,595)				
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0				

# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included In Current Budget: **Yes** X **No** _____
Does this item include the use of federal funds? **Yes** X **No** _____

Budget Account No.:
Fund 1006 Dept 144 Unit 1483 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
Funds	**EHEAP**
Grant	(8,595)
Match (10%)	0
NSIP	0
Program Income	0
Addnl. County Funds	0
Total	(8,595)

C. Departmental Fiscal Review: _____
Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

6/21/19
OFMB 6/20 6/20 Contract Development and Control 6/21/19

B. Legal Sufficiency:

6/25/19
Assistant County Attorney

C. Other Department Review:

_____
Department Director

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

Attachment 1

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 IP018-9500.

The purpose of this amendment is to increase the overall total funding for the 2018-2019 Agreement period by $16,000.00.

Additionally, this amendment (1) amends paragraph 4 of the Standard Agreement; (2) revises and replaces Attachment II, Exhibit – 2; and (3) revises and replaces Attachment IX 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 $8,595.00, subject to the availability of funds. The Agency will provide a spending authority in the amount of $112,720.00 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.

(2) Attachment II, Exhibit 2 is replaced with the following Attachment II, Exhibit 2:

EXHIBIT 2
FUNDING SUMMARY

Note: Title 2 CFR & 2 CFR Part 200, As Revised, And Section 215.97(5), F.S. require that the information about Federal Programs and State Projects included in Exhibit 1 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 SUBRECIPIENT PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
Emergency Home Energy Assistance for the Elderly Program	United States Department of Health and Human Services	93.568	$8,595.00
TOTAL FEDERAL AWARD			**$8,595.00**

COMPLIANCE REQUIREMENTS APPLICABLE TO THE FEDERAL RESOURCES AWARDED PURSUANT TO THIS CONTRACT ARE AS FOLLOWS:

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

2. STATE RESOURCES AWARDED TO THE RECIPIENT PURSUANT TO THIS CONTRACT CONSIST OF THE FOLLOWING:

MATCHING RESOURCES FOR FEDERAL PROGRAMS

PROGRAM TITLE	FUNDING SOURCE	CFDA	AMOUNT
TOTAL STATE AWARD			

STATE FINANCIAL ASSISTANCE SUBJECT TO Sec. 215.97, F.S.

PROGRAM TITLE	FUNDING SOURCE	CSFA	AMOUNT
TOTAL AWARD			

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

STATE FINANCIAL ASSISTANCE
Section 215.97, F.S., Chapter 69I-5, F.A.C, State Projects Compliance Supplement
Reference Guide for State Expenditures
Other fiscal requirements set forth in program laws, rules and regulations

(3) Attachment IX Budget Summary is replaced with the following Attachment IX:

ATTACHMENT IX

BUDGET SUMMARY
EMERGENCY HOME ENERGY ASSISTANCE FOR THE ELDERLY PROGRAM
FY 2018 - 2019
BUDGET SUMMARY

PSA: 9

		Total Award
TOTAL ADMINISTRATIVE BUDGET	$1,200.00	
TOTAL OUTREACH BUDGET	$7,395.00	
CRISIS ASSISTANCE	$112,720.00	
WEATHER RELATED/SUPPLY SHORTAGE CRISIS**	$0.00	
TOTAL		$121,315.00

Projected minimum number of Individuals to be served Crisis Energy Assistance * 188

***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 receives a benefit in both seasons.**

****Weather Related/Supply Shortage funds are a set-aside for emergency assistance. These funds must be held in this budget line item category until November 1 of the program year, for use in response to a possible disaster.**

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.

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.

Provider:	Palm Beach County, a political subdivision 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:_____ Mack Bernard, Mayor		SIGNED BY:_____
DATE:_____		
SHARON R. BOCK, Clerk and Comptroller		NAME: _____
		TITLE: _____
BY:_____ Deputy Clerk		
DATE:_____		DATE:_____

Federal Tax ID: 59-6000785
Fiscal Year Ending Date:
_____

Approved as to form and legal sufficiency

_____
Senior Assistant County Attorney

Approved as to terms and conditions

_____
Department Director

Attestation Statement

Agreement Number IP018-9500

Amendment Number 001

I, Mack Bernard, Mayor 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 Date

Mack Bernard, Mayor

Approved As To Form
And Legal Sufficiency

By:_____
Senior Assistant County Attorney

Attest: Sharon R. Bock
Clerk and Comptroller

By:_____
Deputy Clerk

19 - _____

Amendment 2

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX - 144 - 050219*1344
BGRV - 144 - 050219*479

FUND (1006) - DOSS - Administration

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 5/14/2019	REMAINING BALANCE
	REVENUE							
EHEAP								
144 1483	3168 Fed Grant Indirect - Human Services	20,328	26,559	0	17,364	9,195		
	Total Revenue	**9,614,451**	**10,513,836**	**0**	**17,364**	**10,496,472**		
	EXPENDITURE							
DOSS-CCE								
144 1483	4007 Travel-Mileage	22,496	22,496	0	17,364	5,132	**826**	4,306
	Total Expenditures	**9,614,451**	**10,513,836**	**0**	**17,364**	**10,496,472**	**826**	**10,495,646**

	Signatures	Date
COMMUNITY SERVICES		
INITIATING DEPARTMENT/DIVISION James Green	James E. Green	6/19/19
Administration/Budget Department Approval		
OFMB Department - Posted		

By Board of County Commissioners
At Meeting on July 2, 2019

_____
Deputy Clerk to the
Board of County Commissioners