

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 5, 2019     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) ratify the signature of the Mayor on the 2019 U.S. Department of Housing and Urban Development (HUD) Palm Beach County Continuum of Care (CoC) Planning Project Grant Application, for the period October 1, 2020 through September 30, 2021, in the amount of \$168,918, for the coordination of planning activities related to ending homelessness;

B) ratify the signature of the Mayor on the Certification of Consistency with Consolidated Plan Form 2991;

C) ratify the signature of the Mayor on the 2019 Homeless Management Information System (HMIS) Implementation Grant Application, for the period October 1, 2020 through September 30, 2021, in the amount of \$281,530, to increase HMIS capacity, enhance training, improve data quality monitoring, and analyze data to improve the CoC system service delivery; and

D) delegate to the County Administrator, or designee, signatory authority on additional forms and any other necessary documents related to the 2019 HUD CoC Planning Project Grant Application and the 2019 HMIS Implementation Grant Application.

**Summary:** The Palm Beach County CoC Planning Project Grant will provide funding for the coordination and evaluation of activities related to ending homelessness. These activities involve coordination of monthly CoC meetings and sub-committee meetings, administration of HMIS, annual preparation of HUD CoC grant application, and technical assistance and monitoring of local grant recipients. A 25% cash match of \$42,230 is required and is included in the FY 2020 budget. The 2019 HMIS Implementation Grant will increase capacity, integrate data management systems in order to improve delivery of medical and housing services, coordinate service delivery and quality management systems through improved data infrastructure for homeless HIV-positive clients to improve health outcomes. A 25% In-kind match of \$70,383 is required and will be provided through staff salaries. The emergency signature process was utilized because there was insufficient time to submit this application through the regular agenda process. (The Division of Human and Veteran Services) Countywide (HH)

**Background and Justification:** Since 2006, the DHS has acted as the lead agency for the local Continuum of Care. As a result of the 2009 HEARTH Act, HUD implemented CoC Planning projects to provide funds for the collaboration of the Continuum of Care which in Palm Beach County is known as the Homeless and Housing Alliance.

**Attachments:**

1. 2019 HUD Palm Beach County CoC Planning Project Grant Application with Walkthrough Memo
2. Certification of Consistency with Consolidated Plan HUD Form-2991 with Walkthrough Memo
3. 2019 HMIS Implementation Grant Application with Walkthrough Memo

Recommended By: *Tamara*    10/21/19  
Department Director    Date

Approved By: *Nancy P. Baldon*    10/30/19  
Assistant County Administrator    Date

**II. FISCAL IMPACT ANALYSIS**

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

| Fiscal Years             | 2020          | 2021 | 2022 | 2023 | 2024 |
|--------------------------|---------------|------|------|------|------|
| Capital Expenditures     |               |      |      |      |      |
| Operating Costs          | 563,061       |      |      |      |      |
| External Revenue         | (450,448)     |      |      |      |      |
| Program Income           |               |      |      |      |      |
| In-Kind Match (County)   | (70,383)      |      |      |      |      |
| <b>NET FISCAL IMPACT</b> | <b>42,230</b> |      |      |      |      |

|   |  |  |  |  |  |
|---|--|--|--|--|--|
| # ADDITIONAL FTE POSITIONS (Cumulative) |  |  |  |  |  |
|---|--|--|--|--|--|

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 1001 Dept 142 Unit Var. Object Var. Program Code Var. Program Period Var.


**B. Recommended Sources of Funds/Summary of Fiscal Impact:**  
 Funding source is HUD and County match. If approved, the department will be requesting two positions upon receive and file of grant award.

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

**III. REVIEW COMMENTS**

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

 10/20/19  
 OFMB 10/28

  
 Contract Development and Control  
 10/28/19 JW

**B. Legal Sufficiency:**

Anne Delaney 10-31-19  
 Assistant County Attorney

**C. Other Department Review:**

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 Department Director

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