

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: May 4, 2021 [X] Consent [] Regular
 [] Ordinance [] Public Hearing

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

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to ratify: the signature of the Mayor on the FY 2019 Audit Compliance Certification Form, as required by the Department of Economic Opportunity, to certify that the Palm Beach County Community Services Department complied with all applicable state single or project specific audit requirements of Section 215.97, Florida Statutes, the applicable rules of the Department of Financial Services and the Auditor General.

Summary: The Audit Compliance Certification Form certifies that the Community Action Program (CAP) has complied with all applicable program audit requirements that are reflective in Section 215.97, Florida Statutes, and the applicable rules of the Department of Financial Services and the Auditor General for both the Community Services Block Grant (CSBG) Agreement No. 17SB-0D-10-60-01-121 and the Low Income Home Energy Assistance Program (LIHEAP) Agreement No. 17EA-0F-10-60-01-023. The completed form signed by the Mayor allows CAP to continue to receive CSBG and LIHEAP funding. CSBG funding provides economic stability and mobility services to approximately 2,700 individuals and approximately 1,040 families residing in Palm Beach County by providing employment skills training, job placement services, resume training, financial management training, rental and utility assistance, and case management services. The LIHEAP funding allows CAP to continue providing electric utility bill assistance to approximately 8,000 low-income households residing in Palm Beach County. The emergency signature process was utilized because there was not sufficient time to submit the certification form through the regular Board of County Commissioner's agenda process. **No County match is required.** (Community Action Program) Countywide (HH).

Background and Justification: CSBG funds are used to provide various services, such as utility assistance, economic stability and mobility services. LIHEAP has been administered by CAP since 1992 and provides utility assistance and restoration of services to individuals and households living in Palm Beach County.

Attachments: Audit Compliance Certificate with Walkthrough Memo

Recommended By: James Grean 4/8/2021
DocuSigned by: BP34EF228FDF49Z...
 Department Director Date

Approved By: Kancy L. Bolden 4/15/21
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

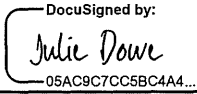
Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT					

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

Budget Account No.:
 Fund Dept. Unit Object Program Code Program Period

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

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

III. REVIEW COMMENTS

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

 4/9/21
 OFMB *GA 4-9-21* *LM 4/9*

 4/14/21
 Contract Development and Control *4-13/21 TW*

B. Legal Sufficiency:

 4/14/21
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

MEMORANDUM



TO: Dave Kerner, Mayor
Board of County Commissioners

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

VBaker
(NHB)

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

FROM: James Green, Director
Community Services Department

DS
JG

DATE: February 12, 2021

RE: Audit Compliance Certificate

Community Services Department
810 Datura Street
West Palm Beach, FL 33401
(561) 355-4700
Fax: (561) 242-7336
www.pbcgov.com/communityservices



Pursuant to Section 309 of the Administrative Code, your signature is needed on the Audit Compliance Certificate for FY 2019 (October 1, 2018 to September 30, 2019). The certificate is a part of our CSBG Agreement No. 17SB-0D-10-60-01-121 and LIHEAP Agreement No. 17EA-0F-10-60-01-023 with the Department of Economic Opportunity (DEO).

The Audit Compliance Certificate requires the subrecipient to certify that it complied with all applicable state single or project-specific audit requirements of Section 215.97, Florida Statutes, and the applicable rules of the Department of Financial Services and the Auditor General.

The Audit Compliance Certificate was sent to the Community Action Program with instructions from DEO to return the signed certificate as soon as possible. The emergency signature process is being utilized because there is not sufficient time to submit this item through the regular Board of County Commissioner's agenda process and meet the return deadline. Attached are the modifications for reference.

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

Approved by:

DocuSigned by:
Taruna Malhotra
1459E4101F1049C...

DocuSigned by:
Aaron Pierce
A174251877FF46D...

Assistant Department Director

OFMB

DocuSigned by:
Helene C. Hvizd
BF30F20BZZZ3413...

Nancy L. Bolton
Assistant County Administrator

Helene Hvizd
Senior Assistant County Attorney

Attachments:
Audit Compliance Certificate
CSBG Agreement No. 17SB-0D-10-60-01-121
LIHEAP Agreement No. 17EA-0F-10-60-01-023

**Palm Beach County
Board of County
Commissioners**

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Maria G. Marino

Gregg K. Weiss

Maria Sachs

Melissa McKinlay

Mack Bernard

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"

Official Electronic Letterhead

Audit Compliance Certification

Email a copy of this form within 60 days of the end of each fiscal year in which this grant was open to audit@deo.myflorida.com.

Subrecipient:	Palm Beach County		
FEIN:	59-6000785	Subrecipient's Fiscal Year:	2019
Contact's Name:	Dave Kerner	Contact's Phone:	561-355-2203
Contact's Email:	DKerner@pbcgov.org		

1. Did Subrecipient expend state financial assistance, during its fiscal year, that it received under any agreement (e.g., contract, grant, memorandum of agreement, memorandum of understanding, economic incentive award agreement, etc.) between the Subrecipient and the Department of Economic Opportunity (DEO)? Yes No

If the above answer is yes, answer the following before proceeding to item 2.

Did Subrecipient expend \$500,000 or more of state financial assistance (from DEO and all other sources of state financial assistance combined) during its fiscal year? Yes No

If yes, the Subrecipient certifies that it will timely comply with all applicable state single or project-specific audit requirements of section 215.97, Florida Statutes, and the applicable rules of the Department of Financial Services and the Auditor General.


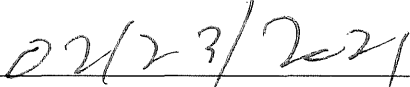
2. Did the Subrecipient expend federal awards during its fiscal year that it received under any agreement (e.g., contract, grant, memorandum of agreement, memorandum of understanding, economic incentive award agreement, etc.) between the Subrecipient and DEO? Yes No

If the above answer is yes, also answer the following before proceeding to execution of this certification:

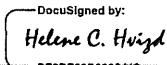
Did the Subrecipient expend \$750,000 or more in federal awards (from DEO and all other sources of federal awards combined) during its fiscal year? Yes No

If yes, the Subrecipient certifies that it will timely comply with all applicable single or program-specific audit requirements of title 2 C.F.R. part 200, subpart F, as revised.

By signing below, I certify, on behalf of the Subrecipient, that the above representations for items 1 and 2 are true and correct.

 Signature of Authorized Representative	 Date
Dave Kerner	Mayor
Printed Name of Authorized Representative	Title of Authorized Representative

Approved as to form and legal sufficiency

By: 
 Senior Assistant County Attorney