

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 15, 2021

[ X ] Consent [ ] Regular  
[ ] Ordinance [ ] Public Hearing

Department

Submitted By: Community Services

Submitted For: Community Action Program

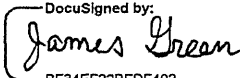
I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to ratify: the signature of the Mayor on the Federally Funded Subgrant Umbrella Agreement #E2016 (Subgrant Agreement) with the Florida Department of Economic Opportunity (DEO), for the period October 1, 2020 through September 30, 2023, to incorporate new provisions to cover both the Community Services Block Grant (CSBG) and the Low-Income Home and Energy Assistance Program (LIHEAP).

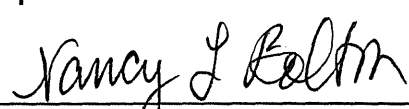
**Summary:** The Subgrant Agreement supersedes and replaces all current CSBG and LIHEAP agreements that expired on March 31, 2021. The DEO issued one contract to cover both CSBG and LIHEAP programs and the Notice of Funding Awards (NFA's) to release funding under this agreement. NFA's will be issued as funding becomes available. The Subgrant Agreement will allow the Community Action Program (CAP) to continue providing economic stability and mobility services to approximately 2,700 individuals representing 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 using CSBG funds. Additionally, the Subgrant Agreement 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 Subgrant Agreement through the regular Board of County Commissioner's agenda process and return by the grantor's deadline. **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. The agreement will continue to ensure that assistance is provided to low-income individuals and families.

**Attachments:** Federally Funded Subgrant Umbrella Agreement #E2016 with Walkthrough Memo

DocuSigned by:  
 5/25/2021  
BF34FE22BEDF492

Recommended By: \_\_\_\_\_ Date \_\_\_\_\_  
Department Director

Approved By:  6/8/21  
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	5,317,808	5,317,808	5,317,808		
External Revenue	(5,317,808)	(5,317,808)	(5,317,808)		
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0	0	0		

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

Is Item Included In Proposed Budget: Yes X No         
Does this item include the use of federal funds: Yes X No       

Budget Account No.:  
Fund 1003 Dept. 145 Unit 1455 Obj. Var. Program Code Var. Program Period: Var.  
Fund 1009 Dept. 145 Unit 1462 Obj. Var. Program Code Var. Program Period: Var.

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

US Department of Health and Human Services, thru the Florida Department of Economic Opportunity

The budget will be amended upon receipt of NFAs.  
C. Departmental Fiscal Review: 

DocuSigned by:  
Julie Dowe  
05AC9C7CC5BC4A4...

  
Julie Dowe, Director, Financial & Support Svcs.

III. REVIEW COMMENTS

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

Paley Shaw 5/28/21  
OFMB 6-22-21

YM  
5/21

Mr. J. Jaworski 6/17/21  
Contract Development and Control  
6-7-21 TW

B. Legal Sufficiency:

Debra C. David 6-8-21  
Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
Department Director

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