

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures					
Operating Costs	20,000,000				
External Revenue	(20,000,000)				
Program Income					
In-Kind Match					
NET FISCAL IMPACT	0				

# ADDITIONAL FTE POSITIONS (Cumulative)					
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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 1161 Dept. 142 Unit 1440/1443 Obj. Var. Program Code Var Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 Funding source is U.S. Department of Treasury.. ERAP 1 and ERAP 2 full allocations are included in current budget. If approved for reallocated funding, the budget will be amended at that time through BCC.

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

III. REVIEW COMMENTS

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

<p><u>Shirley M. ... 2/11/22</u> OFMB <u>2-9-22</u> MG <u>2/10/22</u></p>	<p><u>John J. Jacobus 2/14/22</u> Contract Development and Control <u>2-14-22 (TW)</u></p>
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B. Legal Sufficiency:

Hilene ... 2-14-22
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

MEMORANDUM



Community Services Department

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West Palm Beach, FL 33401
(561) 355-4700
FAX: (561) 355-3863
www.pbcgov.com

Palm Beach County
Board of County
Commissioners

- Robert S. Weinroth, Mayor
- Gregg K. Weiss, Vice Mayor
- Maria G. Marino
- Dave Kerner
- Maria Sachs
- Melissa McKinlay
- Mack Bernard

County Administrator

Verdenia C. Baker



"An Equal Opportunity
Affirmative Action Employer"

TO: Robert S. Weinroth, Mayor
Board of County Commissioners

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

FROM: Taruna Malhotra, Assistant Department Director,
Community Services Department

DS
TM

DATE: January 14, 2022

RE: **Emergency Rental Assistance Program - Draw Request**

Pursuant to Section 309 of the Administrative Code, your signature is needed, as well as the County Administrator's signature, on the approval of the Emergency Rental Assistance Program (ERAP) Request for Reallocated Funds (Catalog of Federal Domestic Assistance (CFDA) Number 21.023) with the U.S. Department of Treasury, in an amount not-to-exceed \$20,000,000, for the period ending December 30, 2022..

These funds will be used to provide emergency rental and utility assistance for Palm Beach County residents impacted financially directly or indirectly due to the COVID-19 pandemic. From March 19, 2021 through December 31, 2021, \$51,593,015 has been disbursed on behalf of 6,792 clients.

This is the second request for additional funds submitted by Palm Beach County. The U.S. Department of Treasury did not award additional funds to Palm Beach County after the initial request, dated November 12, 2021.

On January 7, 2022, the Deputy Secretary of the Treasury released instructions on requesting additional ERAP funding available due to reallocations from under-performing jurisdictions. Reallocated funds are only available to grantees who have obligated 65% of their ERAP funding and have a proven capacity to deliver ERAP in jurisdictions where families remain at serious risk of eviction or housing instability. The request for reallocated funds is due no later than January, 21, 2022. **No County match is required.**

The emergency signature process is being utilized because there is insufficient time to submit the application through the regular agenda process. Staff will submit this item at the next available BCC meeting.

If additional information is needed, please contact Taruna Malhotra, 355-4716.

Approved by:

DocuSigned by:
Taruna Malhotra
1459E4101E1049C

DocuSigned by:
Lauren Magierowski
C894E57E5134470

Assistant Department Director

OFMB

DocuSigned by:
Helene C. Hvizd

Helene Hvizd
Assistant County Attorney

Attachments: ERAP Request for Reallocated Funds

OMB Approved No.:1505-0266
Expiration date: 04/30/2022

**EMERGENCY RENTAL ASSISTANCE PROGRAM
U.S. DEPARTMENT OF THE TREASURY**

Request for Reallocated Funds

The undersigned entity (the "ERA Grantee") received its full allocation of funds for the delivery of emergency rental assistance ("ERA") in accordance with section 501 of division N of the Consolidated Appropriations Act, 2021 (the "Act"). The ERA Grantee hereby requests an additional \$ 20,000,000 of ERA funds from any amounts the U.S. Department of the Treasury ("Treasury") makes available for reallocation under section 501(d) of the Act.

Treasury has published guidance, available on its website, setting forth the procedures for the reallocation of ERA funds under the Act. In accordance with the guidance, the ERA Grantee hereby certifies that:

1. it has obligated at least 65% of its total ERA award funds under the Act (the "ERA1 Award") as of the date below; and
2. its jurisdiction has a demonstrated need for the ERA funds requested above and the capacity to use those funds pursuant to applicable requirements by September 30, 2022.

The ERA Grantee acknowledges that any funds remaining from its ERA1 Award must be obligated by September 30, 2022, and such funds not obligated or expended at that time must be returned to Treasury as part of the award closeout process pursuant to 2 C.F.R. 200.344(d). As permitted by the Act, the ERA Grantee hereby requests that Treasury extend the deadline for obligating any reallocated funds received pursuant to this request to December 29, 2022.

[ERA GRANTEE] Palm Beach County	
By: <u>Verdenia C. Baker</u>	Date: <u>1-18</u> , 202 <u>2</u>
[Official's Name] Verdenia C. Baker	
[Official's Title] County Administrator	

PAPERWORK REDUCTION ACT NOTICE: The information collected will be used for the U.S. Government to determine the reallocation of emergency rental assistance funds. The estimated burden associated with this collection of information is 75 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

PRIVACY ACT STATEMENT

AUTHORITY: Solicitation of this information is authorized by section 501 of division N of the Consolidated Appropriations Act, 2021 (the "Act")

PURPOSE: The Act requires Treasury to allocate funds to eligible grantees for the delivery of emergency rental assistance to eligible households. Eligible grantees include State, Local governments, U.S. Territories, Tribes, or Tribally Designated Housing Entities (TDHEs), as applicable, and the Department of Hawaiian Home Lands. Treasury maintains contact information for authorized representatives and contact persons of the ERA grantees for the purpose of communicating with ERA grantees regarding the administration of their award under the Act.

Robert S. Weinroth, Mayor

Approved As to Form and Legal Sufficiency

By: Helene C. Hvizd
Assistant County Attorney

ROUTINE USES: The information you furnish may be shared in accordance with the routine uses outlined in the Treasury's system of records notice, Treasury .017 – Correspondence and Contact Information, which can be found at 81 FR 78266 (Nov. 7, 2016).

DISCLOSURE: Disclosure of this information is voluntary. However, grantees/recipients that do not disclose contact information will be unable to communicate with Treasury on issues related to their obligations under the Act which may affect the status of their award.

**EXHIBIT A
Obligation Report**

Treasury has published guidance, available on its website, setting forth the procedures for the reallocation of ERA funds under the Act. As described in the guidance, Treasury considers ERA funds to be obligated if (i) the funds have actually been spent providing financial assistance and housing stability services for eligible households; (ii) the funds are needed to pay for assistance promised in a commitment letter issued to induce a landlord to enter a rental agreement with an eligible household under Treasury's ERA FAQ #35; or (iii) subject to certain conditions, the grantee has, as part of the grantee's ERA program administration, entered into a binding agreement or funding commitment requiring the grantee to disburse the funds to a third party for eligible purposes. In addition, Treasury will consider 10% of each grantee's total award amount as having been obligated for administrative costs regardless of the grantee's actual expenditures, commitments, or obligations.

Please provide information on this Exhibit A only regarding the ERA Grantee's use of funds from the ERA1 Award authorized by the Act – not regarding its use of funds under an ERA award authorized by the American Rescue Plan Act of 2021 ("ERA2").

Consistent with Treasury's reallocation guidance, the undersigned hereby represents and certifies to Treasury that:

As of 12/31/2021 [insert date], the ERA Grantee has obligated its ERA1 Award funds as follows:

Enter 10% of total ERA1 Award amount for administrative costs:	\$ 4,519,600
Enter total of all other amounts obligated by ERA Grantee as of the date hereof:	\$ 37,155,866
Total amount obligated:	\$ 41,675,466

**EXHIBIT B
Evidence of Demonstrated Need**

To receive reallocated ERA funds, an ERA grantee must confirm there is a demonstrated need for the assistance within its jurisdiction. In support of its request, the ERA Grantee must submit the following monthly projections.

These projections should include expenditures and activities under both section 501 of the Act ("ERA1") and section 3201 of the American Rescue Plan Act of 2021 ("ERA2"). When projecting the amount of assistance to be provided to eligible households, assume the funds requested in the opening paragraph of this form will be available beginning February 1, 2022.

February 2022	
Number of unique households that will be assisted	1,500
Amount of assistance to eligible households expended	\$5,000,000
Number of applications submitted	2,000

March 2022	
Number of unique households that will be assisted	1,500
Amount of assistance to eligible households expended	\$5,000,000
Number of applications submitted	2,000

April 2022	
Number of unique households that will be assisted	1,500
Amount of assistance to eligible households expended	\$5,000,000
Number of applications submitted	2,000

May 2022	
Number of unique households that will be assisted	1,500
Amount of assistance to eligible households expended	\$5,000,000
Number of applications submitted	2,000