PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 23, 2022		[X] [1]	Consent Ordinance]]	Regular Public Hearing
Department				•	•	
Submitted By:	Community Servi	ces				
Submitted For:	Division of Huma	n Service	s			

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) receive and file funding allocation notification for Phase 39 of the Emergency Food and Shelter Program (R2022-0397), for the period November 1, 2021 through April 30, 2023, in an amount not-to-exceed \$65,000, for the provision of rental payments to assist individuals and families in crisis; and
- B) receive and file funding allocation notification for Phase ARPA-R (American Rescue Plan Act-R) of the Emergency Food and Shelter Program (EFSP) (R2022-0398), for the period November 1, 2021 through April 30, 2023, in an amount not to exceed \$400,000, for the provision of rental payments and/or shelter to assist individuals and families in crisis; and
- **C) approve** a downward budget amendment of \$110,000 in the Human Services Division General Fund to align the budget with the actual grant award; and
- **D) approve** an upward budget amendment of \$400,000 in the Human Services Division General Fund to align the budget with the actual grant award.

Summary: On May 3, 2022, the Board of County Commissioners approved the Phase 39 EFSP and the Phase ARPA-R grant applications. EFSP is a restricted federal grant. The United Way of Palm Beach County, Inc. (United Way) administers the award locally. The Division of Human Services and Community Action Program has received EFSP funds for the past 27 years. These funds will be used for homeless prevention services by providing rental assistance for past due rental payments. In 2019, Phase 36 expended 100% of the \$209,849 award and served approximately 258 households in crisis. Under the current grant, an estimated 175 households will receive rental payment assistance. In accordance with County PPM CW-O-051, all delegated contracts, agreements, and grants must be submitted by the initiating department as a receive and file agenda item. The budget amendment is necessary to align the county budget with the actual grant award. **No County match is required**. (Division of Human Services) Countywide (HH)

Background and Justification: The Division of Human Services (DHS) has been awarded EFSP funds annually since 1995. DHS staff are trained by EFSP representatives and are required to follow the EFSP manual and specific program requirements of the EFSP National Board, as well as those mandated by the Federal Government.

Attachments:

- Funding Allocation Notification for EFSP Phase 39
- 2. Funding Allocation Notification for EFSP Phase ARPA-R
- 3. Budget Amendment for EFSP Phase 39
- Budget Amendment for EFSP Phase ARPA-R

4. Budget Amend	ment for EFSP Phase ARPA-R		_
Recommended By	James Grean	7/21/2022	
	Department Director	Date	_
Approved By:	11/5//2	- 8/5/2022	
	Assistant County Administrator	Date	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

0-	cal Years	2022	2023	2024	2025	2026
Ca	oital Expenditures					
Ор	erating Costs	465,000				
Ext	ernal Revenue	(465,000)				
Pro	gram Income					
In-l	Kind Match (County)					
NE	T FISCAL IMPACT	0				
	DDITIONAL FTE SITIONS (Cumulative)					
oe ud	em Included In Currer s this item include the get Account No.: d 0001 Dept. 148 Unit \	e use of federal	funds? Yes		m Period	<u>GY21</u>
3.	Recommended Sou Funding source is Fe County match is req	ederal Emergenc	y Food and Sh			rogram
	Departmental Fisca		Julie	DOWL TCC5BC4A4	Support S	Services
		I. REVIEW C				
۱.	OFMB Fiscal and/o			Control Cor	nments:	
	OFMBOTA 7-85-81 MG 7128/22		elopment and	Control Cor	Janobus	
	OFMB Fiscal and/o OFMB A 4 20 - 8: MG 7128/22 Legal Sufficiency:		elopment and	no de l	Janobus	
	OFMBOTA 7-85-81 MG 7128/22		elopment and	no de l	Janobus	

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

Emergency Food & Shelter Program 477 South Rosemary Avenue, Suite 230 West Palm Beach, FL 33401 561-375-6630



April 5, 2022

Wendy Tippett
PBC Division of Human Services/BOCC
810 Datura Street, Suite #350
West Palm Beach, FL 33401

Dear Ms. Tippett:

It gives me great pleasure to announce that the local board for the Emergency Food and Shelter Program (EFSP) has voted to allocate \$65,000 to your organization for Phase 39. These funds are effective from November 1, 2021 through April 30, 2023. By accepting the award your organization agrees to accept referrals from other agencies. Remember, all Phase 39 allocated funds must be spent prior to April 30, 2023. The EFSP National Board will release first payments to all Local Recipient Organizations (LRO) once all documentation for Phase 39 has been received from the EFSP Local Board. You have been awarded funds in the following categories:

Rent/Mortgage

\$ 65,000

MANDATORY ORIENTATION

- Tuesday, April 26, 2022, from 2 p.m. to 4 p.m.
- Attendance Required:
 - o Staff person(s) responsible for allocating funds for clients
 - Staff person(s) responsible for completing any required reports
 - o For those organizations with multiple service centers, the Board <u>requires</u> that a staff member from each service center attend.
- **RSVP** with the names of those attending the orientation by e-mailing the names of the participants and the agency/service center to TamaraWorley@UnitedWayPBC.org.

IMPORTANT NOTICES:

- All client services are to be entered into CMIS prior to the distribution of funds
- Confirm with your bank to ensure that the account previously provided to the National Board is open for receipt of funds for EFT
- All LROs are required to e-sign the Local Recipient Organization Certification form via DocuSign. The EFSP Local Board will notify your Local Recipient Organization once the form becomes available. Once notified, please login to your account on the EFSP website (www.efsp.unitedway.org) to access your form.

Thank you for your cooperation. If you have any questions, please do not hesitate to call either Tamara Worley (561) 375-6630, or Donna Quinlan (561) 375-6671 at United Way of Palm Beach County.

Sincerely,

Daryl Houston, Community Foundation for Palm Beach and Martin Counties

Chair, EFSP Local Board, Palm Beach County

Emergency Food & Shelter Program 477 South Rosemary Avenue, Suite 230 West Palm Beach, FL 33401 561-375-6630



April 5, 2022

Wendy Tippett
PBC Division of Human Services/BOCC
810 Datura Street, Suite #350
West Palm Beach, FL 33401

Dear Ms. Tippett:

It gives me great pleasure to announce that the local board for the Emergency Food and Shelter Program (EFSP) has voted to allocate \$400,000 to your organization for Phase ARPA-R. These funds are effective from November 1, 2021 through April 30, 2023. By accepting the award your organization agrees to accept referrals from other agencies. Remember, all Phase ARPA-R allocated funds must be spent prior to April 30, 2023. The EFSP National Board will release first payments to all Local Recipient Organizations (LRO) once all documentation for Phase ARPA-R has been received from the EFSP Local Board. You have been awarded funds in the following categories:

Other Shelter \$ 150,000 Rent/Mortgage \$ 250,000

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Sincerely,

Daryl Houston, Community Foundation for Palm Beach and Martin Counties

Chair, EFSP Local Board, Palm Beach County

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BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET AMENDMENT

Attachment 3
age 1 of 1 Phase 39

BGEX - 148 - 0408220000000001141 BGRV - 148 - 04082200000000000448

FUND (0001) - General Fund

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 OF05/05/2022	REMAINING BALANCE
REVENUE								
148 1345 3168 Fed Total Revenue	I Grnt Indirect-Human Servcs	175,000 1,679,889,687	175,000 1,723,678,996	0 0	110,000 110,000	65,000 1,723,568,996		
EXPENDITURE 148 1345 8301 Con Total Expenditures	ntributions For Individual	175,000 1,679,889,687	175,000 1,723,678,996	0	110,000 110,000	65,000 1,723,568,996	0	65,000 1,723,568,99 6
		Signatures — Docutioned by:		Date	1	By Board of Cour	nty Commissioners August 23, 2022	1,723,300,99
OMMUNITY SERVICES ITIATING DEPARTMENT/DIV Iministration/Budget Departi FMB Department - Posted		James Green BF34EF22BFDF482_		07/21/22	_ ;	Deputy Clerk to to		terresia de la companya de la compa

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1.1.		

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

Attachment H ARPA-

BGEX - 148 - 0505220000000001303 BGRV - 148 - 05052200000000000459

FUND (0001) - General Fund

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 05/05/2022	REMAINING BALANCE
REVENUE								
148 1348 3168 Fed	Grnt Indirect-Human Servcs	0	0	400,000	0	400,000		
Total Revenue		1,679,889,687	1,723,678,996	400,000	0	1,724,078,996		
EXPENDITURE								
148 1348 8301 Con	tributions For Individual	0	0	400,000		400,000	0	400,000
Total Expenditures		1,679,889,687	1,723,678,996	400,000	0	1,724,078,996	0	1,724,078,996
		Signatures —Docusigned by:		Date			nty Commissioners August 23, 2022	
COMMUNITY SERVICES NITIATING DEPARTMENT/DIVI	SION James Green	James Grean BF34EF22BF0F482.		07/21/2	22			
dministration/Budget Departm	nent Approval					Deputy Clerk to t	he	
FMB Department - Posted					E	Board of County	Commissioners	