



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Services Agency



**Date:** January 5, 2015  
**Board Meeting Date:** February 10, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Iliana Rodriguez, Director, Human Services Agency

**Subject:** Authorizing the Director of the Human Services Agency to Amend Core Agency and Shelter Provider Agreements

**RECOMMENDATION:**

Adopt a Resolution authorizing the Human Services Agency Director to execute amendments to the Core Agency and Shelter Provider agreements for the purpose of allocating funds approved and authorized by your Board through FY 2015-16 as follows:

- A) Community Development Block Grant and Emergency Solution Grant funds and redistributing General Funds as outlined in the memorandum of understanding between the Human Services Agency and the Department of Housing;
- B) Community Services Block Grant;
- C) Sustainability funds totaling up to \$267,500, as authorized by your Board through Resolution Number 073229; and
- D) Up to \$900,000 in General Funds for Safety Net Services.

**BACKGROUND:**

Each year your Board authorizes and accepts Community Development Block Grant (CDBG), Community Development Block Grant (CSBG), and Community Development Block Grant (ESG) funding. In FY 2014-15 the Board accepted \$224,418 in CDBG funding, \$421,485 in CSBG funding and \$108,525 in ESG funding.

CDBG funds are allocated by the Human Services Agency as a result of an MOU between the Department of Housing and the Human Services Agency to a single Core agency and single shelter for reporting purposes and General Funds from that Core agency are re-distributed to the Core agencies and shelters that applied for the funding.

CSBG funds are also allocated to a single Core agency. The funds are distributed by the State Department of Community Services and Development in several allocations throughout the year.

ESG funds are allocated by the Human Services Agency as a result of an MOU between the Department of Housing and the Human Services Agency to a single shelter service provider (InnVision Shelter Network/IVSN) for reporting purposes and General Funds from IVSN are re-distributed to the other shelter providers that applied for the funding.

On June 17, 2014, your Board approved Resolution Number 073229 authorizing \$267,500, in sustainability funds for FY 2014-15 for Core Service Agencies that successfully implement the use of the Core Clarity Data System and demonstrate proficiency through satisfactory Performance Measures data.

**DISCUSSION:**

The Core Agencies (City of Daly City, City of Redwood City, Coastside Hope, El Concilio of San Mateo County, Pacifica Resource Center, Puente de la Costa Sur, Samaritan House and the Young Men's Christian Association) and Shelter Providers (Human Investment Project, Project WeHOPE, Home and Hope, InnVision Shelter Network, Samaritan House, StarVista and the Community Overcoming Relationship Abuse) continue to experience high demand for Safety Net and Shelter services in San Mateo County. The Core services include food, shelter referrals, transportation, housing assistance and client advocacy to individuals and families who need immediate support to stabilize living situations. The shelters experience high occupancy. As such, the Core Agencies and Shelter Providers will receive additional CDBG, CSBG, ESG and County General Funds throughout the term of the Agreements and will serve additional clients. The term of the Core Agency and Shelter Provider Agreements is July 1, 2013 through June 30, 2016. The term of CSBG funds is January, 2015 through December, 2015.

In addition, Core Agencies that complete a successful implementation of the Core Clarity Data System and demonstrate proficiency will receive sustainability funding.

The Core Agency and Shelter Provider Agreements have come before your Board multiple times as funding for each of the grants, the allocation of General Funds and approval of Sustainability funds are all received, allocated or distributed at different time periods throughout the year.

Authorizing the Director of the Human Services Agency to allocate CDBG, CSBG, ESG, General and Sustainability funds already accepted and authorized by the Board and execute subsequent amendments to the Core Agency and Shelter Provider Agreements will reduce the time it takes to get funding to these Agencies and will deliver services to the community in a more efficient manner.

County Counsel has reviewed and approved this Memo and Resolution as to form.

Approval of Amendments to the Core Agencies and Shelter Providers Agreements contributes to the Shared Vision 2025 outcome of Prosperous Community by providing safe shelter and comprehensive support services to homeless children and adults each year. Performance Measures are in the process of being re-evaluated.

**PERFORMANCE MEASURE(S):**

Agency	Individuals Requesting Emergency Services		% Individuals Requesting Emergency Assistance that Receive Emergency Material Assistance*	
	2013-14 Actual	2014-15 Target**	2013-14 Actual	2014-15 Target**
Coastside Hope	3702	1100	99%	99%
Daly City Community Resource Center	2241	720	99%	99%
El Concilio of San Mateo County	3113	1500	99%	99%
City of Redwood City - Fair Oaks Community Center	5542	2300	99%	99%
Pacifica Resource Center – A Project of the Tide Center	1771	750	99%	99%
Puente de la Costa Sur	3223	400	99%	99%
Samaritan House	7542	5500	99%	99%
***YMCA of San Francisco	N/A	2250	N/A	99%

Measures differ based on populations served, participants' ability to sustain self-sufficiency and median housing prices in the area. Each of the Core Agencies meets or exceeds their performance requirements.

\*Emergency material assistance is defined as food, clothing, shelter, and infant needs.

\*\*Performance targets are based on the original contracts and are in the process of being re-evaluated.

\*\*\* YMCA new provider.

**FISCAL IMPACT:**

This Action would authorize the Director of the Human Services Agency to execute Amendments to existing Agreements funded by Community Development and Community Services block grant (CDBG and CSBG respectively) and Net County Cost. The funding for these amendments is already included and appropriated within the FY 2014-15 Adopted Budget and will be included in the FY 2015-16 Recommended Budget.