



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 21-719

Board Meeting Date: 9/14/2021

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ken Cole, Director, Human Services Agency

Subject: Acceptance of Continuum of Care Homeless Management Information System Grant Funds from the United States Department Housing and Urban Development

RECOMMENDATION:

Adopt a resolution authorizing:

- A) The Human Services Agency Director, or designee, to accept grant funds from the United States Department of Housing and Urban Development (HUD) to be used towards offsetting Homeless Management Information System (HMIS) costs in the amount of \$80,110 for the term of December 1, 2021 through November 30, 2022, and execute a Continuum of Care Program (CDFA #14.267) Grant Agreement to accept said grant funds from HUD; and
- B) The Human Services Agency Director, or designee, to accept any additional and future grants funds awarded by HUD during the grant period of December 1, 2022 through November 30, 2025 to be used towards costs associated with the administration of the HMIS or the provision of services that are compliant with the terms and conditions of grant funding, and execute, in consultation with County Counsel, any grant agreements, amendments to grant agreements or other documents necessary to accept said grant funds from HUD.

BACKGROUND:

The Human Services Agency (HSA) coordinates homeless services and works with community partners to provide homeless prevention services and homeless services in San Mateo County. HSA has been designated by United States Department of Housing and Urban Development (HUD) as the lead Continuum of Care (CoC) agency for San Mateo County.

HUD mandates each CoC agency provide a Homeless Management Information System (HMIS) that complies with HUD's data collection and reporting standards. HMIS is a local information technology system used to collect client data that includes provisions of housing and services to people experiencing homelessness.

HSA has recurring costs associated with the administration of HMIS that include system licenses and maintenance. HSA applied for the CoC HMIS grant and received an award of \$80,110 for the term of December 1, 2021 through November 30, 2022.

DISCUSSION:

HSA recommends the County enter into the grant agreement with HUD to utilize these funds toward HMIS costs in order to be in compliance with HUD mandated data collection and reporting procedures. HSA will use the 2021-2022 grant funds awarded from HUD for costs associated with the administration of HMIS such as system licenses and maintenance costs.

Community partners use HMIS to collect information from projects serving homeless families and individuals so that they can analyze the needs of this population and establish funding priorities.

With your Board's approval, the Director of HSA, or designee, requests to accept and execute any additional grant agreements, amendments, and other documents related to same that may be issued by HUD within the grant period of December 1, 2021 through November 30, 2025 towards administration costs associated with HMIS or for the provisions of services to that are compliant with grant funding terms and conditions.

County Counsel has reviewed and approved the agreement and resolution as to form.

PERFORMANCE MEASURE:

There are no performance measures with this agreement.

FISCAL IMPACT:

This is a Revenue Agreement. The Term of this Agreement is December 1, 2021 through November 30, 2022. The amount of the Agreement is \$80,110. Budgetary appropriation for this Agreement is included in the FY 2021-22 and FY 2022-23 Recommended Budgets. There is no Net County Cost Associated with this Agreement.