



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 22-626

Board Meeting Date: 8/2/2022

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Ken Cole, Director, Human Services Agency

**Subject:** Execution of Grant Agreements with the United States Department of Housing and Urban Development for Continuum of Care Planning Activities

### **RECOMMENDATION:**

Adopt a resolution authorizing and directing the Human Services Agency Director or designee to execute grant agreements, or amendments, with the United States Department of Housing and Urban Development to accept funding for Continuum of Care planning activities from July 1, 2023 through June 30, 2026 for an amount of up to \$600,000 per year.

### **BACKGROUND:**

As the County's lead Continuum of Care (CoC) agency, the Human Services Agency (HSA) ensures compliance with all United States Department of Housing and Urban Development (HUD) regulations, implements and oversees the Coordinated Entry System (CES), completes federal reporting required by HUD, and coordinates the community's annual HUD grant application for funding to support homeless services in the community.

On September 14, 2021, by Resolution No. 078410, the Board authorized the Director of HSA to execute an agreement with HUD for the term of July 1, 2022 through June 30, 2023 to accept \$367,597 in CoC funding. In addition, the Board authorized the Director of HSA to execute future award agreements and amendments with HUD for CoC activities from July 1, 2023 through June 30, 2026 for an amount of up to \$400,000 per year. However, HSA anticipates future awards will exceed the authorized amount of \$400,000.

### **DISCUSSION:**

HSA is requesting the Board increase the authorized execution amount by \$200,000 and allow the HSA Director to execute agreements, including amendments, with HUD for CoC planning activities for July 1, 2023 through June 30, 2026 for an amount of up to \$600,000 per year. HUD typically requires agreements be executed within 14 days of receipt.

HSA uses CoC grant funds to support staff time and technical assistance services necessary to meet

HUD CoC requirements. Funded activities include completing the annual CoC funding competition to maximize the amount of HUD CoC funding awarded to programs in San Mateo County, data analysis and submission of federal reports, implementing the Coordinated Entry System, maintenance of the required CoC community committees, and conducting the bi-annual One Day Homeless Count.

County Attorney has reviewed and approved the resolution as to form.

**FISCAL IMPACT:**

The anticipated amount of future grant agreements for Continuum of Care planning activities from July 1, 2023 through June 30, 2026 is not expected to exceed \$600,000 each. Each award period is typically 12 months. Budgetary appropriation for future award agreements will be included in the respective Recommended Budget. These agreements are revenue agreements, and there is no Net County Cost associated with these agreements.