

OMB Granicus Review

Granicus Title	Change in Key Personnel for the Fiscal Year 2023 Substance Abuse and Mental Health Services Administration Treatment for Individuals Experiencing Homelessness grant program.				
Granicus ID#	25-0897D	Reference #	1H79SM088635-01	Date	10/08/2025

Mark all Applicable Boxes:

Type of Review									
CIP		Grant	X	Other		Revenue		Project	

Fiscal Information:

New Contract (Y/N)	N	Original Amount	\$NA
Fund(s)	0001	Amount of Change (+/-)	NA
Cost Center(s)	301435	Total Amount	\$NA
Program(s)	1565	Amount Available	Total \$NA
Account(s)	Various	Included in Applicable Budget? (Y/N)	Y-FY26
Fiscal Year(s)	FY25-FY29		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Human Services is requesting the approval and execution by the County Administrator of the Cover Letter for a Change in Key Personnel for the Fiscal Year (FY) 2023 Substance Abuse and Mental Health Services Administration (SAMHSA) Treatment for Individuals Experiencing Homelessness (TIEH) grant program.

- The County was awarded a grant from SAMHSA to expand the capacity of services, including case management, recovery support services, evidence based mental health and substance abuse treatment services, and/or housing navigation to individuals who have, or are currently or are at risk of experiencing homelessness and have serious mental illness, substance abuse disorder, and/or co-occurring disorder.
- Changes to Key Personnel require prior approval and must be submitted as a post-award amendment in eRA Commons. The request must include a signed cover letter, resume and position description for the proposed new personnel.
- SAMHSA requires post-award amendment submissions be executed by the designated Authorized Official on the Notice of Award, which is the County Administrator.
- This change in Key Personnel reflects the procurement and selection of Evaluator for the TIEH program.
- This grant is funded in FY26 Adopted Budget under General Fund (0001) Homeless Initiative (301435) approval of this report has no fiscal impact.

Fiscal Impact:

This grant is funded in FY26 Adopted Budget under General Fund (0001) Homeless Initiative (301435) approval of this report has no fiscal impact.

Analyst: Toni Merrill

Ok to Sign: ☒