



# Pinellas County

## Staff Report

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File #: 16-1242D, Version: 1

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### **Subject:**

Specific Performance Agreement with Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program to provide funding for administration of the County's Community Homeless Assistance Program.

### **Recommended Action:**

Approval and execution by the County Administrator of the Specific Performance Agreement with Homeless Emergency Project, Inc. d/b/a Homeless Empowerment Program (HEP) to provide funding for administration of the County's Community Homeless Assistance Program (CHAP).

### **Strategic Plan:**

Ensure Public Health, Safety, and Welfare

2.1 Provide planning, coordination, prevention, and protective services to ensure a safe and secure community

2.2 Be a facilitator, convener, and purchaser of services for those in need

2.4 Support programs that seek to prevent and remedy the causes of homelessness and move individuals and families from homelessness to permanent housing

Foster Continual Economic Growth and Vitality

4.2 Invest in communities that need the most

Deliver First Class Services to the Public and Our Customers

5.1 Maximize partner relationships and public outreach

5.2 Be responsible stewards of the public's resources

### **Summary:**

One of the projects to be carried out under the County's Annual Action Plan for Fiscal Year 2017 (FY17) is the funding of the Homeless and Homelessness Prevention Services Program (Program) through the Emergency Solutions Grant (ESG). HEP and Catholic Charities, Diocese of St. Petersburg, Inc. (CC) were both selected to receive ESG funds through a competitive Request for Proposal (RFP) process. CC and HEP will administer the CHAP Program providing rental payments, move-in costs, and deposits to homeless individuals and families, as well as those at-risk of homelessness. Both CC and HEP will have access to the total pool of ESG funds on a first-come, first-serve basis. This SPA with HEP for administering the CHAP Program is for a two-year period, retroactively, from October 1, 2016 through September 30, 2018.

In addition to the total pool of ESG funds of \$193,984.50, budgeted from FY17, an additional \$16,612.00 of uncommitted and unexpended ESG funds, budgeted from FY16 and carried forward from the ESG pool of funds for the period October 1, 2015 through September 30, 2017, is included in this agreement. This is the sixth (6th) round of ESG funding which HEP and CC are administering.

The Planning Department is in the process of collaborating with the Human Services Department on a new RFP for the selection of new agencies to administer an ESG and General Fund-funded Rapid-Rehousing Program. Upon completion of the new RFP, and successful selection of new agencies to administer the programs, the Planning Department may execute new agreements with the selected agencies and this agreement may be cancelled by the County.

**Background/Explanation:**

In accordance with the adopted Consolidated Plan and Annual Action Plan, it is necessary to enter into Specific Performance Agreements with qualified agencies to allow for certain activities stated in the Annual Action Plan to be contractually delegated and specify the obligation of the agencies receiving funds in meeting Federal, State and County requirements.

**Fiscal Impact:**

The total amount of funding for this agreement, budgeted from available FY17 ESG funds, is not to exceed \$193,984.50 during the term of the agreement; this agreement also includes an additional \$16,612.00 in uncommitted and unexpended FY16 ESG funds.

**Delegated Authority:**

Authority for the County Administrator to sign this agreement is granted under Code Section 2-62 (a) (1).

**Staff Member Responsible:**

Renea Vincent, Director, Planning

**Partners:**

Homeless Emergency Project d/b/a Homeless Empowerment Program  
U.S. Department of Housing and Urban Development

**Attachments:**

Specific Performance Agreement  
Resolution 16-45