



City of San Antonio

Agenda Memorandum

File Number: 14-3021

Agenda Item Number: 22.

Agenda Date: 12/11/2014

In Control: City Council A Session

DEPARTMENT: Human Services

DEPARTMENT HEAD: Melody Woosley

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

2015 Community Services Block Grant

SUMMARY:

This ordinance authorizes acceptance, upon award, of up to \$1,661,676.00 in Community Service Block Grant funds from the Texas Department of Housing and Community Affairs for the period January 1, 2015 through December 31, 2015.

This ordinance also authorizes a budget and personnel complement of 22 grant funded positions, the revision of the Community Action Advisory Board by-laws, and authorizes the negotiation and execution of memorandum of agreements with local educational institutions in a cumulative amount not to exceed \$100,000.00 to support the Transition Out of Poverty Program.

Further, this ordinance authorizes the Director of the Department of Human Services to execute any and all documents to effectuate acceptance of this grant, to include acceptance of additional grant funds from the Texas Department of Housing and Community Affairs in an amount up to 20% of the total amount initially awarded and associated amendments to agreements in connection with this grant.

BACKGROUND INFORMATION:

The City of San Antonio, Department of Human Services (DHS) is the designated Community Action Agency (CAA) and Community Services Block Grant (CSBG) eligible entity for San Antonio and Bexar County. DHS has operated the Community Action Program since 1979. The Community Action Advisory Board (CAAB)

acts in an advisory capacity regarding implementation of Community Action Programs.

The primary purpose of the program is to transition individuals and families out of poverty and to provide safety net assistance to San Antonio and Bexar County residents at or below 125% of the Federal Poverty Level (FPL). CSBG funding is provided by the U. S. Department of Health and Human Services (HHS) with oversight by the Texas Department of Housing and Community Affairs (TDHCA). Basic safety net assistance includes utility and rental assistance as well as supportive services to include long-term case management that focuses on four areas: education, employment, emergency support, and financial education. Case managers work with committed program participants to complete individual assessments, develop case management service plans, arrange for necessary services and follow-up and monitor participants' status to help them achieve a sustained family income above 125% of the FPL.

ISSUE:

As part of the planning process required by TDHCA, CSBG eligible entities must conduct a public hearing prior to submitting a proposed 2015 budget and Community Action Plan. A public hearing was held on September 10, 2014. The CAAB approved the program year (PY) 2015 Community Action Plan and proposed PY 2015 budget on September 10, 2014.

Final award amount from TDHCA is pending authorization of the FY 2015 Federal Budget. The state requested that all CSBG eligible entities submit a proposed budget with funding for Program Year 2015 estimated at a 9% reduction from the 2014 CSBG funding level. Based on this reduction the estimated City of San Antonio 2015 CSBG allocation is \$1,661,676.00. CSBG contract for PY 2015 will be executed once the federal budget is approved or a Continuing Resolution is authorized and final award amount is received by the City of San Antonio.

The FY 2015 proposed budget also reflects the reduction of two Administrative Associates after March 31, 2015. The Department of Human Services is currently working on a formal request for proposals for an automated appointment scheduler that will improve efficiency and provide better access for clients seeking an appointment for emergency services.

DHS is currently working with various educational institutions including Alamo Colleges and Goodwill Industries of San Antonio to provide limited tuition and other supports for individuals working to transition out of poverty through the City's Transition Out of Poverty (TOP) Program. The attached memorandum of agreement template will allow the City to provide up to \$100,000.00 annually in direct assistance for tuition and other supports for program participants working toward an educational degree or certificate in a high demand occupation.

The Community Action Advisory Board serves in an advisory capacity to assist City Council in its role of as the governing body for the Community Action Agency (CAA). The by-laws are intended to comply with the rules and regulations promulgated under the federal and state CSBG acts and were last revised on May 3, 2007 per City Council ordinance number 2007-05-03-0505. Proposed revisions clarify, condense, reorganize and update all articles and sections of the current by-laws. The current Community Action Advisory Board approved the proposed revisions to the by-laws on November 5, 2014.

ALTERNATIVES:

The City of San Antonio is the only designated CSBG eligible entity for Bexar County and no other agency may apply for these funds. If the proposed ordinance is not approved, services provided by the City of San Antonio may not be provided to the community while TDHCA undergoes a process to identify new designated entity for the service area.

FISCAL IMPACT:

This ordinance authorizes the acceptance of funds upon award of up to \$1,661,676.00 from TDHCA for the 2015 CSBG, approves a budget and personnel complement of 22 DHS positions. There is no anticipated fiscal impact to the General Fund.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the acceptance of CSBG funds, a budget and personnel complement, approval of revised Community Action Advisory Board by-laws, and agreements with local educational institutions in a cumulative amount not to exceed \$100,000.00 annually.