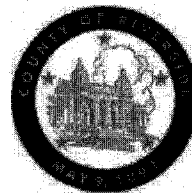


**SUBMITTAL TO THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
10.2
(ID # 8493)

MEETING DATE:

Tuesday, January 8, 2019

FROM : HOUSING AUTHORITY:

SUBJECT: HOUSING AUTHORITY: Approve Amendment No. 7 to Memorandum of Understanding CW-03145 between the Housing Authority of the County of Riverside and the County of Riverside Department of Public Social Services to provide Rapid Re-Housing Services to CalWORKs Customers ; All Districts; (FY 18/19 \$1,657,320, FY 19/20 \$1,657,320) 100% Federal Funding; CEQA Exempt

RECOMMENDED MOTION: That the Board of Commissioners:

1. Find that the project is exempt from California Environmental Quality Act (CEQA) pursuant to state CEQA Guidelines Section 15061(b)(3);

Continued on page 2

ACTION: Policy

A handwritten signature in black ink, appearing to read "Robert Field", is written over a horizontal line.

Robert Field, Assistant County Executive Officer/ECD

12/5/2018

MINUTES OF THE BOARD OF COMMISSIONERS

On motion of Commissioner Spiegel, seconded by Commissioner Hewitt and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: January 8, 2019
xc: Housing Authority

Kecia Harper
Clerk of the Board
By Deputy

**SUBMITTAL TO THE BOARD OF COMMISSIONERS HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

RECOMMENDED MOTION: That the Board of Commissioners:

2. Approve the attached Riverside County Department of Public Social Services Amendment #7 Memorandum of Understanding with Housing Authority of the County of Riverside Rapid Re-Housing Services to CalWORKS Customers, CW-03145-07 (Amendment) between the County of Riverside on behalf of its Department of Public Social Services (DPSS) and the Housing Authority of the County Of Riverside (Housing Authority) (i) increasing the maximum reimbursement amount for fiscal year 18/19 by \$482,320 from \$1,175,000 to \$1,657,320 and establishing a reimbursement amount for fiscal year 19/20 at \$1,657,320, for a new total contract amount of \$3,314,640; and (ii) extending the contract term for one additional year with a new termination date of June 30, 2020;
3. Authorize the Chairman of the Board of Commissioners to sign the attached Amendment; and
4. Authorize the Executive Director, or designee, to take all necessary steps to implement the Amendment including, but not limited to, signing subsequent and necessary documents, subject to approval by County Counsel.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 1,657,320	\$ 1,657,320	\$ 3,314,640	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: Federal Funding: 100%.			Budget Adjustment:	
			For Fiscal Year: 2018/19 and 2019/20	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Public Social Services (DPSS) receives funding from the California Department of Social Services (CDSS) to implement a CalWORKs Housing Support Program for the County of Riverside and has selected to partner with the Housing Authority of the County of Riverside (HACR) to provide the housing services component. The goal of the CalWORKs Housing Support Program (HSP) is to help homeless families receiving CalWORKs secure permanent housing by removing barriers.

On September 1, 2015, the Board of Commissioners approved Memorandum of Understanding #CW-03145 (Original MOU) between DPSS and HACR with a term from July 1, 2015, through June 30, 2016, in which HACR agreed to leverage existing housing resources and landlord connections to partner with DPSS to quickly implement the HSP. Housing services include, but are not limited, to landlord recruitment, tenant education, housing navigation, housing placement and housing oriented case management services. The Original MOU provided up to

**SUBMITTAL TO THE BOARD OF COMMISSIONERS HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

\$700,000 in funds to HACR for the duration of the term, with automatic renewals for 1 year periods, through June 30, 2020, contingent upon the availability of funding. The Original MOU was thereafter amended six times as discussed below:

1. Amendment #1, effective July 1, 2015, increased the maximum reimbursement amount to \$1,500,000;
2. Amendment #2, effective July 1, 2016, exercised the first one-year renewable option and extended the contract term to June 30, 2017;
3. Amendment #3, effective May 1, 2017, reduced the maximum reimbursement amount to \$775,000;
4. Amendment #4, effective July 1, 2017, exercised the second, one-year renewable option and extended the contract term to June 30, 2018;
5. Amendment #5, effective July 1, 2017, increased the maximum reimbursement award to \$1,175,000;
6. Amendment #6, effective July 1, 2018, increased the maximum reimbursement amount to \$1,435,000.00 for the period July 1, 2017 through June 30, 2018 and added a maximum reimbursement amount of \$1,175,000.00 for the period July 1, 2018 through June 30, 2019.

DPSS has recently awarded HACR an additional \$482,320 for FY 2018-19 in state and federal funds to meet the needs of additional CalWORKs families that are currently homeless and receiving services through the DPSS Family Stabilization Unit. Additionally, DPSS is awarding HACR with an amount not to exceed \$1,675,000 (with a one-year renewable option) for FY 2019-20 extending the contract term for one additional year. The increase in award amount and contract term extension discussed above are memorialized in the attached Riverside County Department of Public Social Services Amendment #07 Memorandum of Understanding (MOU) with Housing Authority of the County of Riverside Rapid Re-Housing Services to CalWORKS Customers (Amendment #7) identified as #CW-03145-07. HACR staff recommends the Board of Commissioners approve the attached Amendment #7.

This project will provide much needed assistance to meet the needs of additional CalWORKs families that are currently homeless and receiving services through the DPSS Family Stabilization Unit for FY 2018-19 and FY 2019-20. As detailed in the line item program budget set forth in Section IV of the MOU, as amended and attached as Exhibit A to the MOU, as amended, the DPSS funding will be used to provide direct housing assistance to 275 participating families in the form of security deposits, utility deposits, and short term rental subsidies to support housing stabilization, cover transportation costs to assist families in locating an appropriate rental unit, and postage. Funds will also be utilized to cover program support staff who will provide housing locator and stabilization services to participating families. HACR staff recommends the Board of Commissioners approve the attached Amendment #7 which has been approved as to form by County Counsel.

**SUBMITTAL TO THE BOARD OF COMMISSIONERS HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

Pursuant to the California Environmental Quality Act (CEQA), Amendment #7 was reviewed and determined to be categorically exempt under State CEQA Guidelines Section 15061(b)(3), General Rule or "Common Sense" Exemption. The project relates to the award of grant funds to CalWORKs families that are currently homeless and receiving services from DPSS (Project). It can be seen with certainty there is no possibility that the Project may have a significant effect on the environment, as the grant of funds awarded in Amendment #7 will only have financial effects, and will not lead to any direct or reasonably indirect physical environmental impacts. A Notice of Exemption will be filed by staff with the County Clerk within five days of the approval of Amendment #7.

Impact on Residents and Businesses

This project will provide much needed assistance to individuals or families in the CalWORKs Rapid Re-housing program and provide support to CalWORKs families that are homeless and need immediate, permanent housing before they are able to progress toward employment and self-sufficiency. Housing stability is one of the greatest challenges that CalWORKs families face. It is estimated that over 3,790 CalWORKs families (almost 8% of the total CalWORKs population) are homeless or near homeless within the County of Riverside. Participating families and the community will benefit from reductions in the number of families experiencing homelessness, reductions in the duration of time a family is homeless and reducing the amount and duration of CalWORKs financial assistance by rapidly stabilizing families in crisis. In summary, the program will reduce the trauma and individual financial cost of homelessness for families and reduce the public cost associated of homelessness and extreme poverty. Families who are stably housed have a much higher success rate in obtaining employment and higher wages.

Additional Fiscal Information

The Housing Authority's housing services will be covered 100% by federal funding. No general funds or Housing Authority administrative funds will be expended on this project.

Contract History and Price Reasonableness

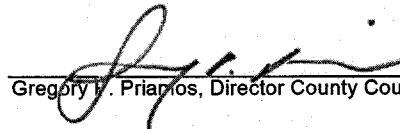
The Housing Authority of the County of Riverside has a historical partnership with the Department of Public Social Services to provide housing and support services to homeless individuals and families. The two departments currently partner on five existing housing programs via contracts funded through the U.S. Department of Housing and Urban Development's Continuum of Care program.

ATTACHMENTS:

- Riverside County Department of Public Social Services Amendment #07 Memorandum of Understanding with the Housing Authority of the County of Riverside Rapid Re-Housing Services to CalWORKs Customers #CW-03145-07

**SUBMITTAL TO THE BOARD OF COMMISSIONERS HOUSING AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**


Rohini Dasika, Principal Management Analyst 1/2/2019


Gregory V. Priamos, Director County Counsel 12/5/2018

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT # 07
MEMORANDUM OF UNDERSTANDING WITH
HOUSING AUTHORITY OF THE COUNTY OF RIVERSIDE
RAPID RE-HOUSING SERVICES TO CALWORKS CUSTOMERS

MEMORANDUM
OF UNDERSTANDING: CW-03145-07

ORIGINAL CONTRACT TERM: July 1, 2015 – June 30, 2016

CONTRACT TERM
EXTENDED TO: June 30, 2020

EFFECTIVE DATE
OF AMENDMENT: January 1, 2019

MAXIMUM REIMBURSABLE
AMOUNT: \$1,657,320.00 for FY 18/19
\$1,657,320.00 for FY 19/20

This Amendment # 07 to the Memorandum of Understanding # CW-03145 (hereinafter "Amendment # 07"), effective January 1, 2019, is made by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (hereinafter referred to as "DPSS"), and the Housing Authority of the County of Riverside (hereinafter referred to as "Housing Authority").

WHEREAS, DPSS and Housing Authority have entered into that certain MOU, approved by the Riverside County Board of Supervisors on August 18, 2015, Agenda Item 3-55, and effective July 1, 2015; and,

WHEREAS, the MOU has been amended by that certain Amendment # 1, effective July 1, 2015, increasing the maximum reimbursement amount to \$1,500,000; by that certain Amendment # 2, effective July 1, 2016, exercising the first one-year renewable option and extending the contract term to June 30, 2017; by that certain Amendment # 03, effective May 1, 2017, reducing the maximum reimbursement amount to \$775,000; by that certain Amendment # 04, effective July 1, 2017, exercising the second, one-year renewable option and extending the contract term to June 30, 2018; by that certain Amendment # 05, effective July 1, 2017, increasing the maximum reimbursement amount to \$1,175,000; and by that certain Amendment # 06, effective May 1, 2018, increasing the maximum reimbursement amount for FY 17/18 to \$1,435,000, exercising the third one-year renewable option and extending the contract term to June 30, 2019, and establishing the maximum reimbursement amount for FY 18/19 at \$1,175,000; and,

WHEREAS, DPSS and Housing Authority desire to amend the MOU again to increase the maximum reimbursement amount for FY 18/19 to \$1,657,320, exercise the fourth one-year renewable option and extend the contract term to June 30, 2020, and establish the maximum reimbursement amount for FY 19/20 at \$1,657,320;

NOW THEREFORE, DPSS and Housing Authority agree as follows:

1. On page 1, and every page thereafter, all references to the MOU number CW-03145-06 is hereby replaced with CW-03145-07.

2. On page 1, MAXIMUM REIMBURSABLE AMOUNT is hereby amended to read:

"MAXIMUM REIMBURSABLE
AMOUNT:

\$1,657,320.00 for FY 18/19
\$1,657,320.00 for FY 19/20"

3. Section IV. HOUSING AUTHORITY RESPONSIBILITIES, C. FISCAL, 1. MAXIMUM REIMBURSABLE AMOUNT, is hereby amended to read:

"Total payment under this MOU shall not exceed \$1,657,320.00 for the period July 1, 2018 through June 30, 2019 and \$1,657,320.00 for the period July 1, 2019 through June 30, 2020."

4. Section, IV. HOUSING AUTHORITY RESPONSIBILITIES, C. FISCAL, 2. LINE ITEM BUDGET, is hereby deleted in its entirety and replaced with the following:

FY 18/19 CalWORKs Housing Budget – Revised 10/15/2018		
Budget Job Code Title	Amount	Description
Salaries		
HA RRH Program Support	\$290,600.00	Direct housing assistance to CalWORKs families (fringe and benefits). Program Support also includes the HR TAP fee.
Workers Compensation	\$130,400.00	Workers Compensation
Other		
Conferences/Training	\$5,000.00	Travel/Conference/Training
Travel Expense	\$28,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
RRH Housing Assistance	\$1,203,320.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
Total Operating Expenses	\$1,657,320.00	
Total FY 18/19 Budget for HA	\$1,657,320.00	

FY 19/20 CalWORKs Housing Budget – Revised 10/15/2018		
Budget Job Code Title	Amount	Description
Salaries		
HA RRH Program Support	\$290,600.00	Direct housing assistance to CalWORKs families (fringe and benefits). Program Support also includes the HR TAP fee.
Workers Compensation	\$130,400.00	Workers Compensation

Other		
Conferences/Training	\$5,000.00	Travel/Conference/Training
Travel Expense	\$28,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
RRH Housing Assistance	\$1,203,320.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
Total Operating Expenses	\$1,657,320.00	
Total FY 18/19 Budget for HA	\$1,657,320.00	

5. Section V. General, A. EFFECTIVE PERIOD is hereby amended to read:

"This MOU is effective July 1, 2015 through June 30, 2020 and may be renewed for successive one year periods, by mutual written amendment, contingent upon the availability of fiscal funding, unless terminated or otherwise modified as provided herein."

6. Exhibit A is hereby deleted in its entirety and replaced with the following:


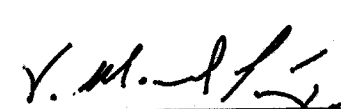
FY 18/19 CalWORKs Housing Budget – Revised 10/15/2018		
Budget Job Code Title	Amount	Description
Salaries		
HA RRH Program Support	\$290,600.00	Direct housing assistance to CalWORKs families (fringe and benefits). Program Support also includes the HR TAP fee.
Workers Compensation	\$130,400.00	Workers Compensation
Other		
Conferences/Training	\$5,000.00	Travel/Conference/Training
Travel Expense	\$28,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
RRH Housing Assistance	\$1,203,320.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
Total Operating Expenses	\$1,657,320.00	
Total FY 18/19 Budget for HA	\$1,657,320.00	

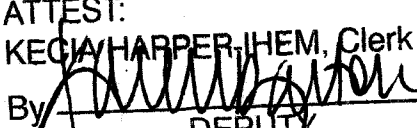
FY 19/20 CalWORKs Housing Budget – Revised 10/15/2018		
Budget Job Code Title	Amount	Description
Salaries		
HA RRH Program Support	\$290,600.00	Direct housing assistance to CalWORKs families (fringe and benefits). Program Support also includes the HR TAP fee.
Workers Compensation	\$130,400.00	Workers Compensation
Other		
Conferences/Training	\$5,000.00	Travel/Conference/Training
Travel Expense	\$28,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
RRH Housing Assistance	\$1,203,320.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
Total Operating Expenses	\$1,657,320.00	
Total FY 18/19 Budget for HA	\$1,657,320.00	


7. Miscellaneous. All other terms and conditions of the MOU not modified herein shall remain unchanged and in full force and effect.

8. Effective Date. This Amendment # 07 shall become effective January 1, 2019.

IN WITNESS WHEREOF, the undersigned, as authorized representatives of DPSS and Housing Authority, respectively, certify the establishment of Amendment # 07 to the MOU.

Authorized Signature for The County of Riverside, Department of Public Social Services:	Authorized Signature for Housing Authority of the County of Riverside:
	
Printed Name of Person Signing: KEVIN JEFFRIES	Printed Name of Person Signing: V. MANUEL PEREZ
Title: Chairman, Board of Supervisors	Title: Chairman, Board of Commissioners
Date Signed: JAN 08 2019	Date Signed: JAN 08 2019

ATTEST:
KECIA HARPER-IHEM, Clerk
By 
DEPUTY

ATTEST:
KECIA HARPER-IHEM, Clerk
By 
DEPUTY

FORM APPROVED COUNTY COUNSEL
BY:  DATE
DANIELLE D. MALAND

FORM APPROVED COUNTY COUNSEL
BY:  DATE
JHAILAR BROWN