

COUNTY ADMINISTRATOR
220 NORTH MAIN STREET, P.O. BOX 8645
ANN ARBOR, MICHIGAN 48107-8645
(734)996-3055
FAX (734)994-2592

TO: Barbara Levin Bergman, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trena Rusher, Director
Employment Training/Community Services

DATE: October 21, 1998

SUBJECT: Fiscal Year (FY) 1999 application to the Family Independence Agency (FIA) for the
State Emergency Funds (SEF) Program

Board Action Requested:

The ETCS Group is requesting the ratification of the signature of the Chair of the Board on the FY 1999 application to the FIA for the SEF Program and approving the budget in the amount of \$52,684; authorizing the Administrator to sign the Notice of Grant Award, amending the budget and authorizing the Administrator to sign delegate contracts.

Background:

The State of Michigan FIA has made available funds to allow local agencies to respond to emergency needs of low income households in their communities. Funds may also be used for essential outreach and referral activities, and administrative activities related to the operation of other critical programs. The ETCS group has applied for funds in the amount of \$52,684. This is the same amount as was awarded last year.

Discussion:

These funds are to be used by the ETCS Group for the Work First program and other ETCS emergency services. Funds must be used by September 30, 1999. The funds will be used to increase the services offered to ETCS participants and other eligible county residents. In the past there have been a number of Work First participants who have been unable to complete their program due to unforeseen emergencies circumstances. These emergency circumstances have been in the form of loss of transportation, child care problems, relocation to transitional housing and rent problems. The funds are also to be use for assistance in extreme cases and for such activities as assistance with utility payments, purchase of food and prescriptions, and emergency shelter. The allocated funds will allow qualified participants the opportunity to complete their program and become self-sufficient.

The actual cost reimbursement method shall be used for billing of expenses under the agreement. There is no carry forward of funds allowed.

The funds are to be used for programmatic and administrative delivery of services to individuals whose annual family income is at or below 125% of the poverty level (as illustrated below).

Family Size 125% of Poverty

1. \$10,065
2. \$13,565
3. \$17,065
4. \$20,565
5. \$24,065
6. \$27,565

Impact on Human Resources:

The requested Board action has no impact on Washtenaw County positions, personnel policies or procedures.

Impact on Budget:

The requested Board action will approve the SEF budget. There are no County funds nor match required for this grant. An initial payment of \$10,537 will be made upon completion of the agreement. Administrative expenses are limited to 15% or \$7902. Information/referral/outreach expenses are limited to 15%.

Impact on Indirect Costs:

Indirect costs associated with this budget will come from the available administrative funds.

Impact on Other County Departments or Outside Agencies:

The requested Board action has no impact on other County departments or outside agencies.

Conformity to County Policies:

This matter has been by the Community Action Board, the County Administrator's Office, Corporation Counsel, Finance, Human Resources, and the Ways and Means Committee. The requested Board action is in conformity with County Policies.

Attachments/Appendices:

Budget

A RESOLUTION RATIFYING THE SIGNATURE OF THE CHAIR OF THE BOARD ON THE APPLICATION TO THE FAMILY

INDEPENDENCE AGENCY (FIA) FOR STATE EMERGENCY FUNDS (SEF) IN THE AMOUNT OF \$52,684, FOR THE PERIOD OF OCTOBER 1, 1998 THROUGH SEPTEMBER 30, 1999 FOR THE EMPLOYMENT TRAINING/COMMUNITY SERVICES GROUP; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AMENDING THE BUDGET; AND AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD

WASHTENAW COUNTY BOARD OF COMMISSIONERS

November 4, 1998

WHEREAS, the ETCS Group requests the ratification of the signature of the Chair of the Board on the 1999 SEF agreement in the amount of \$52,684 with the FIA; and

WHEREAS, the ETCS Group is the administering agency for the Employment Training and Community Services programs in Washtenaw County, and

WHEREAS, these funds are necessary for the delivery of services to ETCS customers and for the assistance to others in extreme emergencies; and

WHEREAS, the Work First program will use the funds to help enable customers to complete the Work First program and become self-sufficient; and

WHEREAS, the ETCS Group will use the funds for assistance in such cases as payment of utilities, purchase of food and prescriptions, and emergency shelter; and

WHEREAS, the funds must be expended by September 30, 1999; and

WHEREAS, this matter has been reviewed by Corporation Counsel, Finance, Human Resources, the County Administrator's Office, and the Ways and Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the Chair of the Board on the application to the Michigan Family Independence Agency (FIA) for the 1999 State Emergency Funds Program in the amount of \$52,684 for the period October 1, 1998 through September 30, 1999 for the Employment Training/Community Services Group, as on file with the County Clerk

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

1. Authorizing the County Administrator to sign the Notice of Grant Award
2. Amending the budget as attached hereto and made a part hereof

3. Authorizing the County Administrator to sign the delegate contracts upon review by Corporation Counsel, to be filed with the County Clerk

Washtenaw County ETCS
 Modified Chart of Accounts / Amended Budget
 Fund #268 - FIA Emergency Services
 October 1, 1998 through September 30, 1999

Description

Budget

REVENUES

				540			State revenue	\$ 52,684

EXPENDITURES

				700			Personal Services	7,903
				800			Other	44,781
								\$ 52,684