



Office of the City Manager

CONSENT CALENDAR
July 28, 2020

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Lisa Warhuus, Director, Health, Housing and Community Services Department

Subject: Contract Amendments: Contract No. 42000079 with Community Services Block Grant (CSBG) for Calendar Year 2020-21 and Contract No. 32000238 with Downtown Berkeley Association (DBA) for Double Helping Hand Program

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to:

1. Execute an amendment to Contract No. 42000079 with the State of California's Department of Community Services and Development (CSD) for Community Services Block Grant (CSBG) Contract Number 20F-3001 to increase the amount to \$304,355 and extend the contract period to May 31, 2021, and to execute any resultant agreements and amendments to provide services to low-income people for the period January 1, 2020 to May 31, 2021; and
2. Execute an amendment to Contract No. 32000238 with the Downtown Berkeley Association (DBA) for the Double Helping Hand program for meals for the unhoused population by providing an additional \$37,492 in CSBG funding for a total amount not to exceed \$87,492.

FISCAL IMPACTS OF RECOMMENDATION

The State of California's Department of Community Services and Development (CSD) is providing a slight increase (\$5,492) in the amount of Community Services Block Grant (CSBG) entitlement funding for the period January 1, 2020 through December 31, 2020. In addition, CSD is providing \$32,000 in discretionary funds which are available through May 31, 2021. Therefore, the City Manager requires council authorization to amend the City's existing contract with CSD (No. 42000079) to add a total of \$37,492, bringing the total amount to \$304,355 (334-51-504-530-0000-000-000-431110-), and extend the contract end-date to May 31, 2021. The CSBG allocation amount is included in the City's anti-poverty Community Action Fund, which supports services for low-income Berkeley residents; it also includes funding for oversight and management of anti-poverty funds within the Health, Housing and Community Services Department (HHCS). The City Manager recommends adding these additional funds (\$37,492) to an existing

contract with the DBA (No. 32000238). This is a \$50,000 contract, currently funded with Homeless Emergency Assistance Program (HEAP) (Budget Code: 336-51-504-535-0000-000-444-636110-) funds. Adding CSBG funds will bring the total not-to-exceed amount to \$87,492. The additional funds will be appropriated as part of the First Amendment to the FY 2021 Annual Appropriations Ordinance.

CURRENT SITUATION AND ITS EFFECTS

On December 10, 2019, City Council authorized the City Manager and her designee to execute CSBG Contract Number 20F-3001 for the amount of \$266,863 (Resolution No. 69,208 N.S.) This is the City of Berkeley's normal allocation of CSBG funds for calendar year 2020. On May 19, 2020, the State Department of Community Services and Development issued a letter to the City Manager, stating that the final award for the City will increase to \$304,355; this \$37,492 increase is a combination of \$32,000 in discretionary funding and \$5,492 in regular CSBG entitlement funding.

On May 4, 2020, the City Manager entered into a contract with the Downtown Berkeley Association for \$50,000. This contract supports the Double Helping Hand program, a collaboration between the DBA and Berkeley restaurants to provide to-go lunches to unhoused residents living in encampments. These lunches are distributed by homeless outreach teams coordinated by City of Berkeley staff. This \$50,000 contract provides funding for 150 to-go lunches three days per week through July 10, 2020. Adding \$37,497 will enable the program to continue through August 2020.

In past years, the Human Welfare and Community Action Commission (HWCAC), which acts as an advisory tri-partite Board to the Council, has provided public participation in the administration of the CSBG funds, and has made a recommendation to Council as to how these funds should be allocated. However, due to the impact of COVID-19 on the ability of City commissions to do business, the HWCAC has not been able to meet and vote upon a recommendation.

BACKGROUND

The City of Berkeley is a Community Action Agency (CAA) and receives Community Services Block Grant funds (CSBG) to support programs for residents with incomes at 120% of the federal poverty level and below. CSBG funds are part of the federal Department of Health and Human Services budget passed through the state to local CAAs. CSBG funds are used as part of the City's commitment to anti-poverty efforts for critical community services, including providing healthcare services to low-income residents.

Community Services Block Grant (CSBG) supports the City of Berkeley's anti-poverty efforts at a minimum funded level. Over the years the funds have fluctuated, but have remained relatively steady for a number of years. The City received \$160,000 until December of 2005. In 2006 the award for minimum-funded agencies was increased to \$173,556. In 2008, the award for minimum-funded agencies increased to \$259,646 annually; in 2013 the award was reduced to \$244,908. In 2016 and 2017, the annual

award was increased to \$265,577. In 2018 there was a slight reduction to an award of \$263,217. In 2019 the award slightly increased to \$266,863, which is the same original award for 2020.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The CSBG is an important source of funding for services that help Berkeley residents living at or below 120% of the federal poverty line.

ALTERNATIVE ACTIONS CONSIDERED

Rejecting CSBG funding would reduce funding for those living in poverty in Berkeley.

CONTACT PERSON

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Attachments:
1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT AMENDMENTS: CONTRACT NO. 42000079 WITH COMMUNITY SERVICES BLOCK GRANT (CSBG) FOR CALENDAR YEAR 2020-21 AND CONTRACT NO. 32000238 WITH DOWNTOWN BERKELEY ASSOCIATION (DBA) FOR DOUBLE HELPING HAND PROGRAM

WHEREAS, the City of Berkeley is a Community Action Agency and receives CSBG funds as the Berkeley Community Action Agency to support anti-poverty programs; and

WHEREAS, On December 10, 2019, City Council authorized the City Manager or her designee to execute a revenue contract (Contract No. 42000079) with the State of California Department of Community Services and Development (CSD) for a total of \$266,863 for calendar year 2020 (Budget Code: 334-51-504-530-0000-000-000-431110); and

WHEREAS, on May 19, 2020 CSD notified the City Manager that the 2020 allocation would increase by \$5,492 and that the City was awarded an additional \$32,000 in CSBG discretionary funding, which is available for use until May 31, 2021; and

WHEREAS, on May 4, 2020, the City Manager entered into a \$50,000 contract (No. 32000238) with the Berkeley Downtown Berkeley Association, funded with Homeless Emergency Aid Program (HEAP) funds (Budget Code: 336-51-504-535-0000-000-444-636110-) to provide to-go lunches for the unhoused population in Berkeley through the Double Helping Hand program; and

WHEREAS, the funding for the Double Helping Hand program is an eligible activity under the CSBG program.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is authorized to execute an amendment to Community Service Block Grant Contract 20F-3001 (City Contract No. 42000079), adding \$37,492, increasing the contract amount to \$304,355, extending the contract term to May 31, 2021, and authorizing the City Manager to execute any resultant agreements and amendments. A record signature copy of said agreement and any amendments shall be on file in the office of the City Clerk.

BE IT FURTHER RESOLVED that the City Manager or her designee is authorized to amend an existing contract (Contract No. 32000238) with the Downtown Berkeley Association for the Double Helping Hand program for meals for the unhoused population by providing an additional \$37,492 in CSBG funding for a total amount not to exceed \$87,492 for the period May 4, 2020 through September 30, 2020. A record signature copy of said agreement and any amendments shall be on file in the office of the City Clerk.