



City of Racine, Wisconsin

## AGENDA BRIEFING MEMORADUM

<b>AGENDA DATE:</b> May 9, 2019
<b>SUBJECT:</b> FY 2017 ESG Contract Extension and Budget Amendment for HALO
<b>PREPARED BY:</b> Matt Rejc, Manager of Neighborhood Services
<b>EXECUTIVE SUMMARY:</b> HALO requests extension and budget amendment of its 2017 ESG contract.
<b>BACKGROUND &amp; ANALYSIS:</b> The HALO Emergency Solutions Grant FY 2017 Amendment 1 states: The termination date of the contract will be extended to May 31, 2019.  HALO has requested an extension of its 2018 ESG Contract until August 31, 2019 to fully spend the 2017 Emergency Solutions Grant (ESG) funds. The 2017 ESG funds contract were much larger than previous years and were distributed relatively late due to delays in the arrival of HUD grant agreements.  HALO is also requesting a budgetary amendment to shift \$12,573 in Rapid Re-Housing funding originally allocated to Lutheran Social Services. HALO is requesting \$5,000 be allocated to homeless prevention funds and the remaining \$7,753 be allocated within the Rapid Re-Housing category to HALO. LSS will be unable to expend all funds allocated in the 2017 ESG contract due to time constraints and have a late start spending the funds.  HALO is the lead agency for all Emergency Solutions Grant funds. All ESG-funded agencies, which serve homeless and at risk of homelessness populations within the City of Racine, coordinate efforts to plan for funding distributions to each agency. HALO acts as the lead administrator and provides one aggregated invoice and then distributes money to participant agencies. Contract amendments are issued to HALO, which then coordinates with participating agencies to update Memorandums of Understanding between HALO and the participating agencies.
<b>BUDGETARY IMPACT:</b> The total FY 2017 ESG budget for HALO will remain \$347,015.
<b>RECOMMENDED ACTION:</b> Approve an extension of HALO's contract until August 31, 2019 and amend the budget.

<b>CITY ESG ALLOCATION 2017</b>		<b>Amend 1</b>	<b>Amend 2</b>
<b>Total allocation</b>	<b>\$362,015</b>		
<b>CITY of RACINE ALLOCATION</b>			
City of Racine – Administration (60% of total 7.5% admin)	\$15,000		
<b>LEAD AGENCY ALLOCATION (Fiscal Agent)</b>			
Catherine Marian (Bethany) Shelter Operations	\$19,000		
HALO (ES Essential Services)	\$4500		
HALO (ES Operations)	\$80,000		
RVM (ES Essential Services)	\$14,500		
SAFE Haven (ES Essential Services)	\$9384		
SAFE Haven (ES Shelter Operations)	\$29,616		
WRC (ES Essential Services)	\$30,000		
WRC (ES Shelter Operations)	\$30,100		
<b>SHELTER SUBTOTAL</b>	<b>\$217,000</b>		
Legal Action of Wisconsin (Search & Stabilization)	\$10,000		
HALO (Rental Assistance)	\$10,415		\$5000
Lutheran Social Services (Search & Stabilization)	\$20,000	(\$20,000)	
<b>PREVENTION SUBTOTAL</b>	<b>\$40,415</b>		
HALO (Rental Assistance)	\$0		\$5000
HALO (Search & Stabilization)	\$0		\$2753
Lutheran Social Services (Search & Stabilization)	\$50,000	\$20,000	(\$12753)
SAFE Haven of Racine (Rental Assistance)	\$15,184		
SAFE Haven of Racine (Search & Stabilization)	\$4816		
<b>RAPID REHOUSING SUBTOTAL</b>	<b>\$70,000</b>		
<b>TOTAL CoC SERVICES SUB-TOTAL</b>	<b>\$327,515</b>		
Institute for Community Alliances (HMIS fee)	\$10,860		
<b>HMIS SUBTOTAL</b>	<b>\$10,860</b>		
<b>HALO Administration</b>	<b>\$8740</b>		
<b>ADMINISTRATION SUBTOTAL</b>			
<b>TOTAL</b>	<b>\$362,015</b>	<b>\$362,015</b>	<b>\$362,015</b>

**CITY OF RACINE - ESG SERVICES**  
**ESTIMATED SPENDING PLAN & REVENUE SUMMARY FORM**  
 (Double-click on the spreadsheet to complete with Excel)

Description	CITY FUNDS	OTHER FUNDS					TOTAL ALL FUNDS
	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	
<b>Street Outreach - Essential Services</b>							
Engagement							\$0.00
Case Managemenet							\$0.00
Emergency Health Services							\$0.00
Emergency Mental Health Services							\$0.00
Transport of Clients to Services							\$0.00
<b>SUBTOTAL</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

**Note:** For specific requirements and eligible costs, see 24 CFR 576.101. - .106.

Description	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other	TOTAL ALL FUNDS
<b>Emergency Shelter - Shelter Operations</b>							
Building Security/Janitorial							\$0.00
Utilities	79,516.00			15,400.00	16,116.00	10,000.00	\$121,032.00
Essential Facility Equipment and Supplies (lease, buy)	7,000.00			5,000.00		2,000.00	\$14,000.00
Facility Specific Property Insurance	11,700.00			5,100.00	1,500.00	5,000.00	\$23,300.00
Food served in shelter							\$0.00
Hotel/Motel Expenses (Less than 90 Days) when no suitable shelter bed available							\$0.00
Lease/Rent on Building	35,000.00						\$35,000.00
Maintenance/Repair	25,500.00			5,500.00	12,000.00	8,000.00	\$51,000.00
<b>SUBTOTAL</b>	<b>\$ 158,716.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,000.00</b>	<b>\$ 29,616.00</b>	<b>\$ 25,000.00</b>	<b>\$ 244,332.00</b>

(Double-click on the spreadsheet to complete with Excel)

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

**Note:** For specific requirements and eligible costs, see 24 CFR 576.101. - .106.

**Transfer all Subtotals above to spreadsheet on page 37**

(Double-click on the spreadsheet to complete with Excel)

	CITY FUNDS	OTHER FUNDS					
Description	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	TOTAL ALL FUNDS
<b>Emergency Shelter - Essential Services</b>							
Case Management	50,550.00		99,000.00		26,666.00	9,384.00	\$185,600.00
Child Care							\$0.00
Education Services							\$0.00
Employment Assistance							\$0.00
Legal Services	3,334.00				3,334.00		\$6,668.00
Life Skills							\$0.00
Mental Health Services							\$0.00
Outpatient Health Services							\$0.00
Substance Abuse Treatment Services							\$0.00
Bus Passes	4,500.00						\$4,500.00
<b>SUBTOTAL</b>	\$ 58,384.00	\$ -	\$ 99,000.00	\$ -	\$ 30,000.00	\$ 9,384.00	\$ 196,768.00

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

**Note:** For specific requirements and eligible costs, see 24 CFR 576.101. - .106.

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	CITY FUNDS	OTHER FUNDS					
Description	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	TOTAL ALL FUNDS
<b>Homelessness Prevention - Housing Search and Stabilization - Rental Assistance</b>							
Housing Application Fees							\$0.00
Moving Costs/Storage Costs							\$0.00
Short Term (up to 3 months)	15,415.00						\$15,415.00
Utility Assistance/Deposits							\$0.00
<b>SUBTOTAL</b>	\$ 15,415.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,415.00

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

**Note:** For specific requirements and eligible costs, see 24 CFR 576.101. - .106.

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Description	CITY FUNDS	OTHER FUNDS					TOTAL ALL FUNDS
	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	
<b>Homelessness Prevention - Housing Search and Stabilization - Service Costs</b>							
Case Management - Housing Stability							\$0.00
Credit Repair - budgeting/money management							\$0.00
Housing Search and Placement			3,415.00				\$3,415.00
Legal Services	10,000.00						\$10,000.00
Mediation							\$0.00
<b>SUBTOTAL</b>	\$ 10,000.00	\$ -	\$ 3,415.00	\$ -	\$ -	\$ -	\$ 13,415.00

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

**Note:** For specific requirements and eligible costs, see 24 CFR 576.101. - .106.

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Description	I	OTHER FUNDS					TOTAL ALL FUNDS
	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	
<b>Rapid Re-Housing - Rental Assistance</b>							
Short Term (up to 3 months)							\$0.00
Medium Term (Four (4) - twenty-four (24) months)	35,184.00				15,184.00		\$50,368.00
Rental Arrears (One time payment of up to six (6) months in rent arrears)							\$0.00
<b>SUBTOTAL</b>	<b>\$ 35,184.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,184.00</b>	<b>\$ -</b>	<b>\$ 50,368.00</b>

Total Funds Requested for ESG must be at least \$10,000 or greater in order to be able to apply for funding.

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Housing Application Fees								\$0.00
Moving Costs/Storage Costs								\$0.00
Security Deposits; First and Last Month's Rent								\$0.00
Utility Assistance/Deposits								\$0.00
<b>SUBTOTAL</b>	\$	-	\$	-	\$	-	\$	-
<b>Rapid Re-Housing - Housing Search and Stabilization - Service Costs</b>								
Case Management - Housing Stability								\$0.00
Credit Repair - budgeting/money management								\$0.00

Total Funds Requested for ESG must be at least \$20,000 or greater in order to be able to apply for funding.

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Description	CITY FUNDS	OTHER FUNDS					TOTAL ALL FUNDS
	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	
<b>Rapid Re-Housing - Housing Search and Stabilization - Service Costs</b>							
Case Management - Housing Stability	49,816.00				4,816.00		\$54,632.00
Credit Repair - budgeting/money management							\$0.00
Housing Search and Placement							\$0.00
Legal Services							\$0.00
Mediation							\$0.00
<b>SUBTOTAL</b>	\$ 49,816.00	\$ -	\$ -	\$ -	\$ 4,816.00	\$ -	\$ 54,632.00

Total Funds Requested for ESG must be at least \$20,000 or greater in order to be able to apply for funding.

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	CITY FUNDS	OTHER FUNDS					TOTAL ALL FUNDS
Description	*ESG Funds Requested	Program Income	In-Kind	Donations	Federal	Other (identify Source):	
<b>Street Outreach - Essential Services</b>							
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Emergency Shelter - Shelter Operations</b>							
SUBTOTAL	\$ 158,716.00	\$ -	\$ -	\$ 31,000.00	\$ 29,616.00	\$ 25,000.00	\$ 244,332.00
<b>Emergency Shelter - Essential Services</b>							
SUBTOTAL	\$ 58,384.00	\$ -	\$ 99,000.00	\$ -	\$ 30,000.00	\$ 9,384.00	\$ 196,768.00
<b>Homelessness Prevention - Rental Assistance</b>							
SUBTOTAL	\$ 15,415.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,415.00
<b>Homelessness Prevention - Housing Search and Stabilization - Financial Services</b>							
SUBTOTAL		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Homelessness Prevention - Housing Search and Stabilization - Service Costs</b>							
SUBTOTAL	\$ 10,000.00	\$ -	\$ 3,415.00	\$ -	\$ -	\$ -	\$ 13,415.00
<b>Rapid Re-Housing - Rental Assistance</b>							
SUBTOTAL	\$ 35,184.00	\$ -	\$ -	\$ -	\$ 15,184.00	\$ -	\$ 50,368.00
<b>Rapid Re-Housing - Housing Search and Stabilization - Financial Services</b>							
SUBTOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Rapid Re-Housing - Housing Search and Stabilization - Service Costs</b>							
SUBTOTAL	\$ 49,816.00	\$ -	\$ -	\$ -	\$ 4,816.00	\$ -	\$ 54,632.00
<b>GRAND TOTAL *</b>	<b>\$ 327,515.00</b>	<b>\$ -</b>	<b>\$ 102,415.00</b>	<b>\$ 31,000.00</b>	<b>\$ 79,616.00</b>	<b>\$ 34,384.00</b>	<b>\$ 574,930.00</b>

\$327,515 – Agency Allocations, \$8740 – HALO Administration (not on chart), City Administration & City ESG Fees (not on chart)