

STAFF REPORT

**BOARD MEETING DATE:** December 19, 2023

**CATEGORY:** Consent Calendar 9

**SUBJECT:** Adopt a resolution accepting Agreement No. 24-F3044 (Agreement) for Community Services Block Grant (CSBG) funding from the California Department of Community Services Development and designate signing authority for future year CSBG funding.

**DEPARTMENT:** Health and Human Services Agency-Economic Mobility

**SUPERVISORIAL DISTRICT #:** All

**DEPARTMENT CONTACT:** Dwayne Green, HHSA Branch Director, Economic Mobility (530) 225-5450

**STAFF REPORT APPROVED BY:** Dwayne Green, HHSA Branch Director, Economic Mobility

**Vote Required?**

Simple Majority Vote

**General Fund Impact?**

No Additional General Fund Impact

**RECOMMENDATION**

Adopt a resolution which: (1) Approves and authorizes the County Executive Officer or their designee to sign the Agreement or any amendments thereto, including retroactive, in an amount not to exceed \$500,000; (2) Approves and authorizes the County Executive Officer or designee to sign future agreements and any amendments, including retroactive, with CSD for CSBG funds in an amount not to exceed \$500,000 per Calendar Year through December 31, 2027; (3) certifies County’s use of the funds will be in compliance with CSD regulations, guidelines, and Agreement provisions; and (4) approves and authorizes the Health and Human Services Agency (HHSA) Director, or their designee, to sign and submit all required CSBG forms, certifications, and reports, including retroactive.

**DISCUSSION**

Each year the Health and Human Services (HHSA) Community Action Agency (CAA) receives revenue from the California Department of Community Services and Development (CSD) for the Community Services Block Grant program (CSBG). Approval of the recommendation to adopt a resolution would authorize the County Executive Officer to sign the current and future agreements and amendments in a total amount not to exceed \$500,000 per Fiscal Year, so long as they otherwise comply with Administrative Policy 6-101, Shasta County Contracts Manual. It would also authorize the Director of HHSA to sign and submit various forms and reports required for participation in the CSBG program.

The CAA may use CSBG funds to combat the central causes of poverty by providing services and activities that address employment, education, housing, nutrition, emergency services, and/or health. The CAA may provide services throughout Shasta County including within the three cities of Redding, Anderson, and Shasta Lake. The CSBG funds are used to offset the Community Action Agency's administrative and operating expenses, including a subcontract with a consultant who assists the CAA with required reporting to the State. The funds cannot be expended for any other purpose. The CSD requires a Board-adopted resolution in order for the agreement to be finalized.

**ALTERNATIVES**

The Board could choose not to approve the recommendation, defer consideration to a future date, or provide alternate direction to staff. If the Board declines to approve the recommendation, the County would forego \$301,019 in calendar year 2024 through April 30, 2025, and up to \$500,000 annually thereafter, in funds used to combat poverty in Shasta County.

**OTHER AGENCY INVOLVEMENT**

County Counsel has approved the resolution as to form. The Recommendation has been reviewed by the County Administrative Office.

**FISCAL IMPACT**

CSBG is a federally funded grant. No local match is required. Appropriations and funds associated with the recommendation were included in the department's fiscal year (FY) 2023-24 Adopted Budget and will be included in future budget requests, if approved.

**ATTACHMENTS:**

- 1: Resolution-CSBG-2023
- 2: CSBG Agr 24F-3044