



DEPARTMENT OF  
**HEALTH AND HUMAN SERVICES**

Promoting and protecting health, well-being, self-sufficiency, and safety of all in Marin County.



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April 21, 2020

Marin County Board of Supervisors  
3501 Civic Center Drive  
San Rafael, CA 94903

**SUBJECT: Supplemental budget appropriation of \$1.0 million for safety net COVID-19 response and approval of a \$1.0 million FY 2019-21 Master Contract Agreement to provide emergency rental assistance/homelessness prevention for low income residents.**

Dear Supervisors:

**RECOMMENDATIONS:**

1. Approve the President to accept a second \$500,000 grant for COVID-19 safety net response from Marin Community Foundation (MCF).
2. Approve a \$500,000 one-time match of County General Funds.
3. Approve FY 2019-21 master contract for \$1,000,000 to apply to contracts with Health and Human Services homeless rental assistance providers.
4. Authorize the Director of the Department of Health and Human Services to approve contracts pursuant to this master contract.
5. Approve the related one-time FY 2019-20 budget adjustment as detailed in the Fiscal Impact section.
6. Direct staff to explore CARES Act allocations of \$938,065 from the Housing and Urban Development (HUD) for additional low-income housing assistance programs.

**SUMMARY:** On March 24, 2020, your Board created a \$1 million Safety Net COVID-19 Response Fund to support safety-net response efforts to address major issues related to the community impacts of the COVID-19 response, including emergency rental assistance for low-income residents. This fund was supported by a \$500,000 grant from Marin Community Foundation (MCF) and \$500,000 from the County's General Fund.

Originally, \$650,000 was allocated for rental assistance. Services have been available from March 31, 2020 and will be available until June 30, 2020. Residents are able to access this service by calling (415) 473-7179. Due to the significant demand for emergency rental assistance, these funds have been fully utilized and we now have created a waiting list for additional requests. Given the demonstrated community need, the Marin Community Foundation has agreed to increase their support from \$500,000 to \$1 million with the

understanding that the County would match these additional funds. Therefore, we are recommending that the County accept the additional \$500,000 grant from MCF and allocate an additional one-time General Fund allocation of \$500,000 to increase the amount available for rental assistance to \$1.65 million.

This additional allocation for rental assistance for people at risk of homelessness due to COVID-19-related income loss is meant to provide emergency relief until state and federal emergency support becomes available. The new funding will be allocated and prioritized to provide emergency rental assistance to low income residents over the next eight weeks.

To effectively allocate timely assistance, the Department will issue a Request for Qualification (RFQ) to identify qualified providers to ensure that funds reach all vulnerable populations in Marin. Your Board, with its approval of this master contract, authorizes the Director of Health and Human Services to sign contracts for emergency rental assistance due to COVID-19.

Given the extraordinary demand, we know that additional sources will be necessary to meet our goal of covering an eight-week period. Recently, the County has also been notified that an award of \$938,065 has been allocated through the Community Development Block Grant (CDBG) process as part of the CARES Act. Therefore, we recommend that the Department work with the Community Development Agency and the County Administrator's Office, as well as other partner jurisdictions to allocate these additional resources for low-income subsistence payments throughout the County.

The Marin Community Foundation has also committed to dedicate funds raised from individual donors to the "COVID-19 Fund of MCF" to augment the rental assistance beyond the \$1.65 million dedicated by the County and MCF for rental assistance.

**COMMUNITY BENEFIT:** The additional \$1.0 million allocation will help address the high demand for rental assistance for April and May. Since your Board established the initial \$1.0 million fund on March 24, 2020, the Department's seven community-based partners have served or are serving 487 low-income residents with their April rents in all areas of the county. The agencies have not yet been able to determine the overall number of requests for assistance because, due to the extraordinary demand, they haven't been able to respond to all the clients who left messages.

**FISCAL IMPACT:** If approved by your Board, expenditure appropriations will increase by \$1,000,000 in the HHS Operations Fund (2800) under the Emergency HHS Division for a total of \$1,650,000 in emergency rental assistance for low income residents. Transfer appropriations will also be increased by \$1,000,000 in the Miscellaneous Project Fund (1010), fully offset by the Marin Community Foundation Grant (\$500,000) and \$500,000 from prior year set-asides for related purposes.

Individual contracts will be developed and adjusted as needed throughout the contract term based on actual utilization of services. The total amount of all contracts will not exceed \$1,000,000 for the contract period and the individual

contracts will comply with the County's insurance requirements. The contract includes a 30-day termination clause allowing for cancellation if funds are no longer available.

Action	Fund	Organization Code	Organization Code Name	Object Code	Object Code Name	FY 2019-20 Budget Adjustment
Increase	2800	28061002	Homeless	522710	Prof and Sp Svcs – CBO Contracts	\$1,000,000
<b>Total Expense</b>						<b>\$1,000,000</b>
Increase	2800	28061002	Homeless	480210	Transfers In	(\$1,000,000)
<b>Total Revenue</b>						<b>(\$1,000,000)</b>
<b>Net Adjustment</b>						<b>\$0</b>

Action	Fund	Organization Code	Organization Code Name	Object Code	Object Code Name	FY 2019-20 Budget Adjustment
Increase	1010	10129541	Countywide EOC Response	580520	Transfer Out	\$1,000,000
Decrease	1000	10019501	Countywide Operations	900691	Homeless Infrastructure	(\$155,000)
Decrease	1000	10019501	Countywide Operations	900808	Transitional Housing	(\$345,000)
<b>Total Expense</b>						<b>\$500,000</b>
Increase	1010	10129541	Countywide EOC Response	470330	Contributions and Donations (MCF)	(\$500,000)
<b>Total Revenue</b>						<b>(\$500,000)</b>
<b>Net Adjustment</b>						<b>\$0</b>

**REVIEWED BY:**

- |                                     |                       |                                     |     |
|-------------------------------------|-----------------------|-------------------------------------|-----|
| <input checked="" type="checkbox"/> | County Administrator  | <input type="checkbox"/>            | N/A |
| <input checked="" type="checkbox"/> | Department of Finance | <input type="checkbox"/>            | N/A |
| <input type="checkbox"/>            | County Counsel        | <input checked="" type="checkbox"/> | N/A |
| <input type="checkbox"/>            | Human Resources       | <input checked="" type="checkbox"/> | N/A |

Respectfully submitted,

Benita McLarin  
Director

Munis Budget Adjustment Number: 2020/10 1160