

**MEMORANDUM
PLACER COUNTY HEALTH AND HUMAN SERVICES
Human Services Division**

TO: Honorable Board of Supervisors

FROM: Richard J. Burton, M.D., M.P.H.
Placer County Health Officer and Director of Health & Human Services
Cheryl S. Davis, Director of Human Services

DATE: September 11, 2012

SUBJECT: Transition the Community Services Block Grant (CSBG) Program to a Local Community Organization

ACTION REQUESTED:

Authorize the Chair of the Board to sign the attached letter to the California Department of Community Services and Development (CSD) requesting to transition the Placer County Community Services Block Grant (CSBG) program to a local community organization effective January 1, 2013, if and only if the transition can occur with no break in funding to Placer County and to an established Placer County community organization.

BACKGROUND:

The CSBG is a federally funded program intended to assist income eligible families and individuals with housing, energy assistance, nutrition, employment, training, emergency food and shelter, and asset development.

Health and Human Services (HHS) provides program and administrative oversight of CSBG and is staff support to the Community Services Commission. The Commission was established to advise the Board of Supervisors on funding and programs issues related to CSBG.

In 2011, Placer County received \$257,000 in CSBG funding. For 2012, the federal administration proposed a 50 percent reduction. However, Congress failed to pass a budget and CSBG has been operating on a continuing resolution at the full funding amount. Similar reductions are proposed for 2013.

While the overall funding has been decreasing, the administrative requirements have become more stringent and time consuming. This requires a consistently greater share of funding be used for administration instead of services. Administration and program staff now uses about 25 percent of the amount.

To maximize the amount of CSBG funding that goes directly to services, HHS is recommending that your Board approve the transition of the CSBG program to a local community organization to administer. The community organization's administrative staff costs are expected to be 40 percent less than the County's. Additionally, the mission of a community organization as well as its other funding opportunities can help maximize the impact of CSBG funding in our community. Finally, there may be an opportunity for integration of the community organization's board and the Community Services Commission, reducing Commission costs so more funds go to services.

To initiate the transition, the Board must approve the attached letter to the State CSD. CSD will issue a Request for Funding Availability to local organizations qualified to administer the program. A qualified organization cannot receive CSBG funding for direct services and must demonstrate experience in administering other funding programs. The process of review and selection of a replacement is expected to be completed by November.

FISCAL IMPACT:

CSBG funding for January 1 through June 30, 2013 is included in the Department's FY 2012-13 Proposed Budget. If the transition successfully occurs, the Department will include the adjustment in a mid-year budget revision. CSBG is 100 percent Federal funds. No County General Funds are involved.

Attachment – Letter to California Department of Community Services and Development

County of Placer

Board of Supervisors

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District 4

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District 5



September 11, 2012

Sukie Montes, Manager
Community Services Block Grant
California Department of Community Services and Development
P.O. Box 1947
Sacramento, CA 95812-1947

RE: Transition of Placer County Community Services Block Grant

Dear Ms. Montes:

Please accept this correspondence as Placer County's intent to transition the Placer County Community Services Block Grant (CSBG) program to a local community based organization effective January 1, 2013, if and only if the transition can occur with no break in funding to Placer County services and is awarded to an established and viable Placer County community organization that is acceptable to Placer County, as determined by our Department of Health and Human Services.

If there will be a break in funding in 2013 and/or an acceptable and viable Placer County community based organization will not take over administration of the CSBG by January 1, 2013, Placer County will continue oversight of the program into 2013 until such time as a successful transition to a local community based organization can occur.

Our Placer County CSBG staff will assist as necessary to ensure a successful transition with no interruption of services to our county residents.

Please feel free to contact Richard J. Burton, M.D., M.P.H., Placer County Health Officer and Director of Health and Human Services at 530.745.3141 or his designee, Cheryl S. Davis, Director of Human Services at 530.889.7660 for any assistance.

Placer County looks forward to working with you to put in place a program transition that is mutually beneficial as well as, best for the citizens we jointly serve.

Sincerely,

Jennifer Montgomery
Chairwoman
Placer County Board of Supervisors

