



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 16

**Agenda Date:** November 9, 2023

**In Control:** City Council A Session

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**DEPARTMENT:** Department of Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

2024 Community Services Block Grant (CSBG)

**SUMMARY:**

This ordinance authorizes the acceptance of funds upon award of the Community Services Block Grant (CSBG) in an amount up to \$2,202,537.00 from the Texas Department of Housing and Community Affairs (TDHCA) for the period January 1, 2024 through December 31, 2024, and authorizes a budget and personnel complement of 25 grant-funded positions.

This ordinance also authorizes the Director of the Department of Human Services to initiate, negotiate, and execute any and all necessary documents and a grant contract to effectuate the acceptance of this grant, and to execute contract amendments pertaining to this contract, to include a) carry-over funds, when ascertained and approved by the funding agency through a revised notice of award; b) line item budget revisions authorized by the funding agency; c) modifications to the performance measures authorized by the funding agency and listed in the contract so long as the terms of the amendment stay within the general parameters of the intent of the grant; d) no cost extensions; e) amendments which will provide supplemental grant funds to the grant by the funding agency in an amount up to 20% of the total amount ordinance budget; f) reimbursement increases of administrative funds for each participant served; g) amendments funding one time

equipment purchases or defined program services; and h) changes in regulations mandated by the funding agency.

## **BACKGROUND INFORMATION:**

The City of San Antonio Department of Human Services (DHS) is the designated Community Action Agency (CAA) and Community Services Block Grant (CSBG) eligible entity for San Antonio and Bexar County. DHS has operated the Community Action Program since 1979. The Community Action Advisory Board (CAAB) acts in an advisory capacity regarding implementation of Community Action Programs. The CAAB is a tri-partite board consisting of 1) representatives of low-income populations by geographical area; 2) representatives of non-profit organizations in San Antonio; and 3) public officials.

The primary goal of the CSBG funding is to transition individuals and families out of poverty and promote financial self-sufficiency to reduce poverty in the Bexar County area for residents at or below 125% of the Federal Poverty Level (FPL). CSBG funding is provided by the U. S. Department of Health and Human Services (HHS) with oversight by the Texas Department of Housing and Community Affairs (TDHCA). The CSBG funding supports several DHS programs and services including free one-on-one financial counseling and benefits navigating assistance through the City's Financial Empowerment Center, emergency assistance to low-income CPS ratepayers through the Utility Assistance program, the Volunteer Income Tax Assistance (VITA) free tax preparation program, and job training support to assist low-income residents to obtain a high demand occupation that significantly increases their household income through the Training for Job Success (TFJS) program.

The Utility Assistance program provided help to more than 10,600 residents in FY 2023, and the Financial Empowerment Center provided 3,300 residents with benefits navigating to other social service referrals, direct help completing and submitting social service applications, and more than 4,700 residents received financial counseling leading to reduced household debt and increased savings. The VITA tax prep program helped 28,627 low- and moderate-income taxpayers complete their tax return over the last year. The TFJS program provided intensive case management, tuition assistance, textbooks, uniforms, rent and utility assistance to 100 residents to reduce barriers to student success. In Calendar Year 2023, TFJS program graduates' annual average income at time of entry was estimated at \$16,905.00 with an annual increase of \$55,164.00 post-TFJS program.

## **ISSUE:**

As part of the annual planning process required by TDHCA, CSBG eligible entities must conduct a public hearing prior to submitting a proposed Community Action Plan and Budget for 2024. A public hearing was held on Thursday, August 17, 2023 at the Claude Black Community Center. Also, on this date, the CAAB approved the Program Year 2024 Community Action Plan and Budget that includes Individual, Family and Community National Performance Indicators, targets, and the proposed budget.

A final award amount from TDHCA will be provided upon authorization of the Fiscal Year 2024

Federal Budget. As requested by the State of Texas, DHS proposed a budget based on 2023 estimated CSBG allocations in the amount of \$2,202,537.00. The CSBG contract with TDHCA for Program Year 2024 will be executed once the federal budget is approved or a Continuing Resolution is authorized, and final award amount is received by the City of San Antonio.

**ALTERNATIVES:**

The City of San Antonio is the only designated CSBG eligible entity for Bexar County and no other agency may apply for these funds. If the proposed ordinance is not approved, services provided by the City of San Antonio may be delayed while TDHCA undergoes a process to identify a new designated entity for Bexar County.

**FISCAL IMPACT:**

This ordinance authorizes the acceptance of funds upon award in an amount up to \$2,202,537.00 in 2024 CSBG funding from TDHCA for the period January 1, 2024 through December 31, 2024, and approves a budget and personnel complement of 25 grant-funded positions. There is no impact to the General Fund.

**RECOMMENDATION:**

Staff recommends approval.