

**DEPARTMENT:** Human Services

**DEPARTMENT HEAD:** Melody Woosley

**COUNCIL DISTRICTS IMPACTED:** City-wide

**SUBJECT:**

2023 Community Services Block Grant

**SUMMARY:**

This ordinance authorizes the submission of the 2023 Community Action Plan grant application and acceptance of Community Services Block Grant funds upon award, of up to \$2,157,505 from the Texas Department of Housing and Community Affairs for the period January 1, 2023 through December 31, 2023, and authorizes budget and personnel complement of 27 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 awarded to the grant; 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 the low income population 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). Through the DHS-Training for Job Success (TFJS) Program, education and employment support services are provided as part of intensive case management. Program participants are enrolled in high-demand occupations. Educational support services include: tuition assistance, textbooks, supplies, uniforms, equipment, rent and utility assistance as well as referrals to address barriers to student success. Employment

support includes: resume writing, interviewing skills, interview preparation and assistance with job searches. In Calendar year 2021, program graduates annual average income at time of entry was estimated at \$15,078.16 with an annual increase of \$58,679.17 post TFJS program. The assigned case manager works with each program participants to complete individual assessments, develop service plans, arrange for necessary services and follow-up and monitor participants through the Educational & Employment stage of service in the 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 2023 budget and Community Action Plan. A public hearing was held on Thursday, October 6, 2022 at the Head Start Building on Brady St. Also, on this date, the CAAB approved the Program Year 2023 Community Action Plan & Budget that includes Individual, Family and Community National Performance Indicators, Targets and the proposed Program Year 2023 budget.

A final award amount from TDHCA will be provided upon authorization of the Fiscal Year 2023 Federal Budget. As requested by the state, DHS proposed a budget based on 2022 estimated CSBG allocations in the amount of \$2,157.505. The CSBG contract with TDHCA for Program Year 2023 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 submission of the 2023 Community Action Plan grant application and acceptance of funds, upon award, of \$2,157.505 in 2023 CSBG funding from TDHCA for the period January 1, 2023 through December 31, 2023, and approves the budget and personnel complement of 27 DHS positions.

There is no anticipated fiscal impact to the General Fund.

## **RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the submission of the 2023 Community Action Plan, Budget and Personnel Complement and acceptance of 2023 CSBG funds, upon award, of up to \$2,157.505 from the Texas Department of Housing and Community Affairs.