

Memorandum



Date: July 7, 2011

To: Honorable Chairperson Joe A. Martinez
and Members, Board of County Commissioners

From: Alina T. Hudak
County Manager

Subject: Supplement to the Proposed FY 2012 Consolidated Planning Process Policies (Policy Paper)

Supplement to
Agenda Item No.
8K1B

This supplemental report on the Proposed FY 2012 Consolidated Planning Process Policies (Policy Paper) was requested by the Economic Development and Social Services (EDSS) Committee at its June 15, 2011 meeting. The EDSS Committee requested: 1) the impact to County managed programs by amending the Policy Paper to allow Commissioners and Neighborhood Revitalization Strategy Area (NRSA) Community Advisory Councils (CACs) allocate \$50,000 each of the public service funding amount (totaling \$1.05 million) to community based organizations through the competitive request for application (RFA) process, and 2) clarification of the RFA's appeals procedures.

Amendment to Allow Commissioners and NRSA CACs to Allocate to Public Service Activities

As the Board of County Commissioners (BCC) is aware, since 2007 the County has maintained the policy of providing all Community Development Block Grant (CDBG) funded public service activities through programs administered by County departments. On the agenda for BCC consideration is the FY 2012 Consolidated Planning Process Policies (Policy Paper), which will guide the use of FY 2012 CDBG funds. Based on the CDBG guidelines and as outlined in the proposed policy paper, CDBG spending on public services is capped at 15 percent of the total grant funding. EDSS Committee amended the item to reduce the CDBG funding for the public service programs administered by the County by \$1.05 million and allow each Commissioner to allocate \$50,000 from their respective Commissioner District Fund to fund public service activities that competed through the annual RFA process. Additionally, the amendment allows each of the eight NRSA CACs to allocate \$50,000 to public service activities that competed through the RFA.

If this recommendation is approved by the BCC, it would require that other funding sources, including non-County funds, be identified to support these various programs if the same level of services provided by County departments is to be maintained. The County-managed programs that would be impacted are as follows: The Treatment Alternative to Street Crimes (TASC) program (\$150,000) administered by the Department of Human Services; Diversion Programs (\$153,000) administered by the Juvenile Services Department; Community Action Agency Greater Miami Service Corps (GMSC) Employment and Training program (\$321,000), and the State Department of Health Rodent Control program (\$426,000).

The following describes the program specific impacts to the County-managed programs based on the assumption that the entire \$1.05 million is allocated through the RFA process to community based organizations (CBOs). If the entire allocation is not awarded to CBOs, the amounts not awarded will be available to increase services in the County-managed programs. Additionally, County Commissioners who do not wish to allocate any funds from their respective \$200,000 Commission District Fund to a CBO may still allocate those funds to a County-managed public service program or to other projects and programs.

The funding for the programs will generally result in some service reduction but service in these areas will continue. Only one program, Rodent Control will be discontinued. The \$150,000 for the TASC program is associated with the substance abuse treatment to 24 clients, two staff positions, as well as miscellaneous operating services. The \$153,000 in funding for Diversion Programs is tied to all 38 law enforcement agencies, the offsite referral process, processing and coordination of unsuccessful cases with the Florida Department of Juvenile Justice; the number of document mailing to youths and families as well as the ability of a case managers to conduct visits (home, schools, CBOs, and court); and two staff positions.

Funding in the amount of \$321,000 for the GMSC program is associated with three full-time employees and support for 18 Corps members in the areas of work experience, safety training, life skills and other related training services. The \$426,000 for the Rodent Control program supports the entire program which includes community activities such as sanitary nuisance investigations function, rodent abatement activities, reduction in the environmental quality block-by block rodent inspections, and ten full time positions.

Additionally, this recommendation may impact the funding allocated for economic development and capital improvement activities. The economic development category is recommended at ten percent of the CDBG allocations.

RFA Appeals Process

The County allocates federal CDBG, Home Investment Partnerships (HOME), and Emergency Solutions Grant (ESG) through the RFA process to not-for-profit organizations and participating municipalities in the County's entitlement jurisdiction which carry out activities that benefit low to moderate income communities.

The FY 2012 Policy Paper before the BCC for approval recommended that applicants to the RFA shall be entitled to an appeal of the RFA regarding issues such as their scores, application rankings, etc. A protest may not challenge the relative weight of the evaluation criteria or the formula specified for assigning points in the RFA specifications. It is recommended that the BCC amend the Policy Paper to include this appeals process so that it can be included in the RFA as published. Appeals will be governed by the following procedures:

1. Once the Evaluation and Selection Committee (the Committee) complete the evaluation of the applications, the Committee will report applicants' scores and rankings to the DHCD management.
2. DHCD will publish the score and ranking on the DHCD website and each applicant will be advised of their scores via email or facsimile on the same day that the scores are posted online.
3. Applicants will have three (3) working days from the date the results are posted on the County's website to formally advise DHCD of their intent to appeal the results of the RFA.
4. Applicants will have five (5) working days from the date the results are posted on the County's website to formally submit their appeal with any supporting documentation to DHCD. Only the information and data presented in the formal appeal to DHCD within this stipulated 5-day period will be considered during the appeal hearing.
5. DHCD will convene an Ad Hoc Appeals Committee comprising professional County staff to hear each appeal. DHCD and the Appeals Committee will receive guidance from the County Attorney as needed. For any questions of responsiveness, a request to the County Attorney shall be made to certify whether the application in question is responsive. Upon receiving such request, the County Attorney shall, in consultation with the County Mayor or Mayor's designee if necessary, determine whether the application is responsive. The Appeals Committee and DHCD shall be bound by the determination of the County Attorney with regard to the issue of responsiveness.
6. All Appeals Committee decisions and recommendations are final.
7. The appeals hearing process must be completed within 20 working days following the posting of the RFA results on the County's website unless extended by the DHCD Director.
8. Changes in scores, rankings etc. resulting from the appeals process will be incorporated in the final RFA results as required.


Assistant County Manager