



Monterey County

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File Number: 22-450

Agenda Date: 7/12/2022

Version: 1

Status: General Government -
Consent

In Control: Board of Supervisors

File Type: General Agenda Item

Agenda Number: 46.

- a. Approve the Standard Agreement between Monterey County and Ventures, a 501(c)(3) non-profit organization, for a total not to exceed the amount of \$350,000, with a maximum allowable administrative indirect costs of \$18,000, with a retroactive term from January 20, 2020 to December 31, 2022, to provide administrative work and pass-through payments for the Monterey County Funeral and Burial Assistance Program (MCFBAP) (Project ID 1050-001-21) which assists undocumented low-income families with funeral and burial expenses due to the Covid-19 pandemic, with Monterey County Office of Emergency Services (OES) overseeing funeral assistance payment approvals retroactive to January 20, 2020 through December 31, 2022.
- b. Approve the utilization of the, "FEMA Authorization for the Release of Information Under the Privacy Act Forms," in place of a FEMA Information Sharing Access Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve the Standard Agreement between Monterey County and Ventures, a 501(c)(3) non-profit organization, for a total not to exceed the amount of \$350,000, with a maximum allowable administrative indirect costs of \$18,000, with a retroactive term from January 20, 2020 to December 31, 2022, to provide administrative work and pass-through payments for the Monterey County Funeral and Burial Assistance Program (MCFBAP) (Project ID 1050-001-21) which assists undocumented low-income families with funeral and burial expenses due to the Covid-19 pandemic, with Monterey County Office of Emergency Services (OES) overseeing funeral assistance payment approvals retroactive to January 20, 2020 through December 31, 2022.
- b. Approve the utilization of the, "FEMA Authorization for the Release of Information Under the Privacy Act Forms," in place of a FEMA Information Sharing Access Agreement.

SUMMARY/DISCUSSION:

On February 23, 2021, the Board of Supervisors submitted Referral No. 2021.04 to the CAO, OES to create a program to assist with funeral and burial expenses of deceased Monterey County residents due to the COVID-19 pandemic. On May 24, 2021, the Monterey County Board of Supervisors passed and adopted the Monterey County Funeral and Burial Assistance Program (the program) to provide assistance to eligible applicants (undocumented low-income families that are excluded from the FEMA COVID-19 Funeral Assistance Program) retroactive to January 20th, 2020, through the duration of the program.

File Number: 22-450

The lack of an appropriate financial mechanism to distribute funds to the targeted beneficiaries created a prolonged delay in program implementation. This Standard Agreement between Monterey County and Ventures provides the financial mechanism that will provide pass through payments to beneficiaries that have met the eligibility requirements and are County Certified to receive program funds. Ventures has committed to a \$30 administration fee per beneficiary, with a cap at 600 beneficiaries (\$18,000). The Board of Supervisors on May 24, 2021, approved the usage of ARPA funds and allocated \$350,000 for the entire MCFBAP program, so with \$18,000, allotted to Ventures for administration of the payments to approved applicants (beneficiaries), then \$332,000 remains for approved beneficiary payments from the program. The \$332,000, will remain with OES and once an application has been vetted and approved by County, then the approved beneficiary payment will be passed through Ventures for payment to the beneficiary.

In addition, on May 24, 2021, the Board of Supervisors approved the use of a FEMA Information Sharing Access Agreement. However, FEMA has since recommended and provided a different form called the, "FEMA Authorization for the Release of Information Under the Privacy Act Forms," to be used instead of the agreement. These forms will be used to ensure benefits are not duplicated for applicants/potential program beneficiaries and to check for and guard against potential fraud in the program.

OTHER AGENCY INVOLVEMENT:

The following agencies have reviewed and approve the recommendation: MCOES, Ventures 501(c) (3), County Counsel, Contracts & Purchasing, and Auditor Controller.

FINANCING:

\$350,00 in funds are allocated to OES for the MCFBAP by county contribution, with \$18,000 in maximum allowable administrative indirect costs for Ventures' administrative fees. MCFBAP is funded by the American Rescue Plan Act (ARPA) per the May 24, 2021, Board Order.

Mark a check to the related Board of Supervisors Strategic Initiatives

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Gerry Malais, Emergency Services Manager

DocuSigned by:

Gerry Malais

787186328458486...

Approved by: Nick Chiulos, Assistant County Administrative Officer

DocuSigned by:

Nick Chiulos

910D1286CA694A8...

Attachments:

Board Report, Standard Agreement, Exhibit A, and Exhibit B,

File Number: 22-450
