



Board Report

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

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Matter Type: Budget Committee

Support approval of a resolution to ratify the execution of a federal funding agreement with the United States Department of Agriculture (USDA) and authorizing and directing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget, Social Services, Fund 001, Appropriations Unit SOC005, increasing appropriations and estimated revenues by \$409,977 funded with the USDA grant to provide funding for a vehicle for the mobile enrollment office project.

RECOMMENDATION:

It is recommended that the Budget Committee adopt a resolution to support:

- a. ratification of the execution by the Director or designee of the Department of Social Services for funding agreement No. USDA-FNS-SNAP-FY23-PTI-CA-01 with the United States Department of Agriculture to create a mobile enrollment office, retroactive to September 29, 2023, for the term of September 29, 2023 through September 30, 2026 in the amount of \$858,348; and
- b. approval and authorization of the Director or designee of the Department of Social Services to sign all amendments to the Agreement.
- c. authorizing and directing the Auditor-Controller to amend the Fiscal Year 2023-24 Adopted Budget, Social Services, Fund 001, Appropriations Unit SOC005, increasing appropriations and estimated revenues by \$409,977 funded by the USDA grant to provide funding for a vehicle for the mobile enrollment office project.

SUMMARY/DISCUSSION:

On April 14, 2023, the United States Department of Agriculture (USDA) issued a Request for Applications (RFA) to award 5 million in competitive grants to support efforts to develop and implement projects that use technology to improve the quality and efficiency of the Supplemental Nutrition Assistance Program (SNAP). The Monterey County Department of Social Services Community Benefits Branch applied on June 15, 2023. Due to planning and the tight turnaround, the Department was unable to bring the grant proposal to the Board in advance of the submission. On September 29, 2023, the Department was awarded a three-year grant of \$858,348 to create a mobile enrollment office with a regular route in areas with the highest levels of food insecurity that will also support the community during natural disasters.

Customers currently have the options to call, apply online, or to visit one of our offices. In evaluating the services that DSS offers, it became apparent that a mobile office that would be equipped with two private interview rooms and translators to travel within the County would be valuable to our communities. Since 2020, Disaster Supplemental Nutrition Assistance Program (D-SNAP) has been authorized three times through the Presidential Declaration of Disaster with Individual Assistance. During and after the most recent disaster declaration the department surveyed people registered for D-SNAP who qualified for regular benefits to determine why they hadn't previously applied. This grant begins to address those needs shared in the survey and supports the County's Racial Equity and Inclusion initiatives by creating a higher level of equitable access for all county residents by acknowledging and addressing language barriers, access to appropriate technologies, and lack of time or access to transportation to travel to county offices.

After County Counsel reviewed and approved the funding agreement as to form, the Social Services Assistant Director executed the funding agreement with USDA. USDA required the funding agreement

be signed and returned within five days of the grant award and item was not able to be brought to the Board within that timeframe. The Department is requesting the Board ratify the execution of this funding agreement, retroactive back to September 29, 2023.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved the agreement as to form. The request to increase appropriations and estimated revenues will require a 4/5ths vote by the Board of Supervisors.

FINANCING:

The Department was awarded a federal grant for \$858,348 from the United States Department of Agriculture (USDA) Food and Nutrition Service for a Process and Technology Improvement Project. The fixed asset portion of this 3-year agreement (9/29/2023 - 9/30/2026) was not included in the Department's FY 2023-24 Adopted Budget and therefore the Department will need to increase estimated appropriations and revenues of \$409,977 in the Social Services 001-5010-SOC005-8262-7532 FY 2023-24 Adopted Budget for a vehicle (fixed asset), see below for breakdown. The balance of the grant (\$345,848) will be incorporated into the upcoming FY 2024/25 Budget Request. The funding for salaries/benefits will cover a portion of time spent on the grant for the following existing positions: a management analyst II (25%), social services aid II (25%), department information systems manager (10%), and an accountant II (10%). There is no match requirements with approval of this grant.

Grant Three -Year Federal Funding Allocation				
	Year 1	Year 2	Year 3	Total
Salary/Benefits	\$102,523	0	0	\$102,523
Equipment Mobile Office	\$409,977	\$345,848	0	\$755,825
Total	\$512,500	\$345,848	0	\$858,348

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This action correlates to the Administration and Health & Human Services Strategic Initiative adopted by the Board of Supervisors to improve health and quality of life through County supported policies, programs, and services, to promote access to equitable opportunities for healthy choices and healthy environments in collaboration with communities. It also supports the Administrative Initiative to Promote an organization that practices efficient and effective resource management and is recognized for responsiveness, strong customer orientation, accountability and transparency.

Mark a check to the related Board of Supervisors Strategic Initiatives:

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

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Lori A. Medina

Approved by: Lori A. Medina, Director, x4430

Attachment: Agreement

Proposed agreement is on file with Clerk of the Board as an attachment to this Board Report.