



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

EXECUTIVE SUMMARY

TO: Jim Scholl, City Manager

VIA: Sarah Hannah-Spurlock, Assistant City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: January 20, 2016

RE: **Approval to accept a 2015 Emergency Solutions Grant (ESG) Contract KPZ40 between the City of Key West and the Florida Department of Children and Families in the amount of \$14,569.87. Authorize an increase in grant revenue and authorize the City Manager to execute Contract KPZ40.**

ACTION STATEMENT:

This resolution will approve the acceptance of a 2015 Emergency Solutions Grant (ESG) Contract KPZ40 between the City of Key West and the Florida Department of Children and Families (DCF) in the amount of \$14,569.87. In addition, this resolution will authorize an increase in grant revenue to the general fund to reflect funding in the amount of \$14,569.87 and authorize the City Manager to execute Contract KPZ40.

BACKGROUND:

The City of Key West operates, under the management of Southernmost Homeless Assistance League, Inc. (SHAL), a temporary homeless center referred to as KOTS or Keys Overnights Temporary Shelter located on Stock Island, adjacent to the Monroe County Sheriff's facilities. Through the City's grant writer, Langton Associates, and with the assistance of the City's operator, SHAL, the City applied for operating assistance from the 2015 Emergency Solutions Grant program administered by DCF.

PURPOSE AND JUSTIFICATION:

KOTS was created in 2004 by the City of Key West to provide shelter and showers for a maximum of 140 homeless adults each night. The facility is open from 6:30 p.m. in the evening until 7:30 a.m. the next morning, 365 days during the year.

Key to the Caribbean – Average yearly temperature 77° F.

For Fiscal Year 2016, the City allocated \$444,118 (plus utilities and repairs/maintenance) for SHAL to operate its homeless services. Initially, the City did not receive an award from the 2015 ESG but was subsequently offered a portion of the requested amount on the application due to excess funding available. \$14,569.87 of the \$78,750.00 the City requested in the 2015 application was offered by DCF for operational costs. As stated in Contract KPZ40, the funds are to be used as follows:

\$ 500.00	Maintenance and repairs
\$ 500.00	Equipment
\$11,569.87	Security wages and benefits
<u>\$ 2,000.00</u>	Shelter supplies
\$14,569.87	Total ESG funding

The Emergency Solutions Grant requires matching funds of an equal amount, dollar for dollar.

FINANCIAL IMPACT:

With the acceptance of this grant, revenue would increase by \$14,569.87, Account 0010000 3316900, requiring a budget amendment. Matching funds will come from expenditures already budgeted in Account 0016901 5693400.

RECOMMENDATION:

Staff recommends that the City Commission approve the acceptance of a 2015 Emergency Solutions Grant (ESG) in the amount of \$14,569.87 and authorize the City Manager to execute Contract KPZ40.