



THE CITY OF KEY WEST

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

MEMORANDUM

EXECUTIVE SUMMARY

TO: Bob Vitas, City Manager

FROM: Carolyn Sheldon, Senior Grants Administrator

DATE: June 11, 2014

RE: **Approval to accept the 2013 Emergency Shelter Grant (ESG) Contract KPZ19 between the City of Key West and the State of Florida Department of Children and Families in the amount of \$54,442.00. Authorize a budget increase in a like amount. Authorize the City Manager to execute Contract KPZ19.**

ACTION STATEMENT:

This resolution will approve the acceptance of the 2013 Emergency Shelter Grant (ESG) Contract KPZ19 between the City of Key West and the State of Florida Department of Children and Families in the amount of \$54,442.00. In addition, this resolution will authorize a budget increase to the general fund to reflect receipt of grant funding in the amount of \$54,442.00 and authorize the City Manager to execute Contract KPZ19.

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 2013 Emergency Shelter Grant program administered by the State of Florida Department of Children and Families. Subsequently, the City was notified of an award in the amount of \$54,442.00.

A similar award was granted in 2010 for \$80,000.00.

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. At the time of the grant application, KOTS had served 1,017 people during the period of October 1, 2012 through September 30, 2013, which was an increase of 120 people over the prior year. Most homeless use KOTS intermittently, staying for several days then sleeping elsewhere for several days before returning to KOTS once again.

For Fiscal Year 2014, the City allocated \$444,118 (plus utilities and repairs/maintenance) for SHAL to operate its homeless services. The City requested \$76,298 from ESG funding and was awarded \$54,442 which includes \$52,273 for essential services and operations as well as \$2,169 for administrative costs. As stated in Contract KPZ19, the funds are to be used as follows:

\$30,200	Addition of a new case manager position at KOTS
\$20,073	Replace awning and reinforce flooring in one of the trailers
\$ 2,000	Purchase of a computer for new case manager and new washer & dryer
<u>\$ 2,169</u>	City of Key West administrative costs
\$54,442	Total ESG funding

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

OPTIONS / ADVANTAGES / DISADVANTAGES:

1. The City Commission can approve the acceptance of the 2013 Emergency Shelter Grant (ESG) Contract KPZ19 between the City of Key West and the State of Florida Department of Children and Families in the amount of \$54,442.00. This will allow the City to receive ESG funding to receive assistance for the operation of KOTS.
2. The City Commission can reject the acceptance of the 2013 Emergency Shelter Grant (ESG) funding. If the City Commission chooses to reject the funding, improvements and maintenance to the operation of KOTS as previously described will not be possible.

FINANCIAL IMPACT:

The essential services and operations expenditures funded by the 2013 Emergency Shelter Grant (ESG) are in addition to the current budget of \$444,118 paid to SHAL to operate KOTS, Account 001-6901-569.34-00. If ESG funding of \$54,442.00 is accepted, a budget amendment for this amount would be needed.

RECOMMENDATION:

Staff recommends that the City Commission select option 1, approving the acceptance of the 2013 Emergency Shelter Grant (ESG) in the amount of \$54,442.00.