



# Agenda Report

2725 Judge Fran Jamieson  
Way  
Viera, FL 32940

## Consent

F.16.

5/19/2020

### Subject:

Approval, Re: Granting Signature Authority to Board Chair to sign the Community Needs Assessment (CNA) for the Community Services Block Grant (CSBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Funding.

### Fiscal Impact:

Fiscal Years 2020-2022 - No impact to the General Fund. Community Services Block Grant estimated CARES Act funding is \$378,860.

Fiscal Year 2020-2021 - No impact to the General Fund. Low Income Home Energy Assistance Program estimated CARES Act funding is \$558,383.

### Dept/Office:

Housing and Human Services Department

### Requested Action:

It is requested that the Board of County Commissioners authorized the Board Chair to sign the Community Needs Assessment (CNA) for the Community Service Block Grant CARES Act funding after it has been completed by the Department Director, and grant authorization for the Chair to sign all subsequent CNA's once approved by the Department Director.

### Summary Explanation and Background:

On April 30, 2020, the Florida Department of Economic Opportunity (DEO) advised that Brevard County will be receiving funding from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) for Community Services Block Grant (CSBG) and Low Income Home Energy Assistance Program (LIHEAP) activities and services. DEO informed the Brevard County Housing and Human Services Department (HHS) that as a requirement to receive these funds a new CARES Act specific Community Action Plan (CAP) and Community Needs Assessment (CAN) be returned to them no later than June 1, 2020. The Board of County Commissioners previously (November 7, 2019) gave authorization for the Chair to sign Community Action Plans; however, in the past, Community Needs Assessments have not required Board Chair signatures. This action allows HHS to complete the CNA and meet the deadline imposed by DEO.

CSBG and LIHEAP are federally funded programs that are passed through DEO to our local Community Action Agency (CAA). Each has specific rules and regulations regarding what the funds can be used for. CSBG is designed for the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals to become self-sufficient. Services include job training, education, case management, financial management, and other supportive services. LIHEAP provides an avenue to keep low 181

income families safe and healthy through assistance with energy costs and is prioritized locally for the elderly, disabled, and families with children under 5 years of age. It is estimated that CSBG will receive \$378,860 and LIHEAP will receive \$558,383 from the CARES Act.

**Clerk to the Board Instructions:**

None.



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May 20, 2020

**M E M O R A N D U M**

**TO:** Ian Golden, Housing and Human Services Director

**RE:** Item F.16., Approval for Granting Signature Authority to the Board Chair to Sign the Community Needs Assessment (CNA) for the Community Services Block Grant (CSBG) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Funding

The Board of County Commissioners, in regular session on May 19, 2020, authorized the Chair to execute the CNA for the CSBG CARES Act funding after it has ben completed by you; and granted authorization for the Chair to execute all subsequent CNA's once approved by you.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS  
SCOTT ELLIS, CLERK

Kimberly Powell, Deputy Clerk

cc: Finance  
Budget



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**File #:** 1611

**Type:** Consent      **Status:** Agenda Ready

**File created:** 5/11/2020      **In control:** Housing and Human Services

**On agenda:** 5/19/2020      **Final action:**

**Title:** Request Approval, Re: CARES Act Individual Assistance Program Procedure

**Attachments:** 1. [Coronavirus Assistance Program Policy \(15 may 2020\) ADA.PDF](#)

[History \(0\)](#)   [Text](#)

**Subject:**

Title  
Request Approval, Re: CARES Act Individual Assistance Program Procedure  
End

**Fiscal Impact:**

Allocation of up to \$4.4 million of CARES Act Funding for Individual Assistance for Mortgage, Rental Utility, Security Deposits and Food Stability.

**Dept/Office:**

Housing and Human Services

**Requested Action:**

Recommendation  
It is requested that the Board of County Commissioners review and approve the attached Housing and Human Services Coronavirus Assistance Program.  
End

**Summary Explanation and Background:**

Brevard County received \$105 million on April 23, 2020 from the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Following a staff report and discussion on May 5, 2020, the Board of County Commissioners approved up to \$4.4 million for a Rental and Mortgage Assistance Program, Utility and Security Deposit Program, and a Food Stability Program.

During the meeting staff described the basic framework of the Mortgage and Rental Assistance Program and it was indicated that a more detailed description and updated Policy would be

provided to the Commission for review. The complete Policy is attached and highlights of the Eligibility Criteria and Assistance Limits are below:

Eligibility

- Must be a resident of Brevard County
- Income not to exceed 140% of area median income (\$96,880 for a family of four)
- Must demonstrate an impact from coronavirus
- Must have a loss of at least 25% of their income
- Must disclose all other assistance received (for example, tax refund, unemployment, etc.)

Assistance Limits

- Maximum assistance up to three months or \$7,200 (a household of four at 140% of area median income with 30% of their income for housing may have up to \$7,266 in housing costs over three months)
- Based upon actual need for the household (for example, if the need is two months of mortgage assistance (\$4,800) and the household has received a \$1,200 stimulus check and \$600 in unemployment compensation then their maximum assistance would be \$3,000)
- Until further clarification is received, mortgage payments that include principal, interest, taxes, and insurance (PITI) will have the portion designated for taxes reduced from any assistance

Additional Program Restrictions

- At no time will an applicant receive assistance above the true cost of the requested service
- At no time will funds be provided directly to an applicant / household
- Funds will be provided in the form of a grant to income eligible clients on a first come (application complete with all required information) first served basis, contingent on the availability of funds

**Clerk to the Board Instructions:**

None