



Agenda Item Summary

File ID: 20-0933

DEPT-7

Meeting Date: 7/28/2020

PLACEMENT: Departmental

TITLE:

REQUEST FOR AUTHORIZATION OF THE COUNTY ADMINISTRATOR TO EXECUTE MEMORANDUMS OF AGREEMENT (MOU) FOR DISTRIBUTION OF CARES ACT FUNDS AND APPROVAL OF PERSONAL ASSISTANCE AND EMERGENCY FOOD RELIEF MOU BETWEEN MARTIN COUNTY AND THE UNITED WAY OF MARTIN COUNTY

EXECUTIVE SUMMARY:

This is a request for approval to allow the County Administrator to execute agreements with Municipalities, Constitutional Offices and other entities to carry out the direction of the Board of County Commissioners (Board) for distribution of the CARES Act funds received by Martin County from the State of Florida. In addition, staff requests approval of two memorandums of agreement (MOU) with the United Way of Martin County to administer personal assistance grants and emergency food relief in compliance with the CARES Act funds allocation previously approved by the Board.

DEPARTMENT: Administration

PREPARED BY: **Name:** George M. Stokus
Title: Assistant County Administrator

REQUESTED BY:

PRESET:

PROCEDURES: None

BACKGROUND/RELATED STRATEGIC GOAL:

The Board has provided direction to staff on how to distribute the CARES Act funding received from the State of Florida. Specifically, the Board has approved distributions to assist Municipalities, Constitutional Offices, small businesses and residents who suffered financial hardship due to COVID-19. Staff is working with the Municipalities, Constitutional Offices, and other entities to distribute the funds in accordance with Board direction. Staff requests that the Board authorize the County Administrator to execute any agreements necessary to carry out the Board's direction regarding the CARES Act funding.

At the June 26, 2020 Board meeting, the Board authorized staff to work with the United Way to administer personal assistance program to help residents experiencing financial hardship as a result of COVID-19 with rent, mortgage payments, utility bills and unexpected funeral expenses. The

Personal Assistance MOU authorizes an initial program fund of \$1,500,000, which can only be used for personal assistance grants, marketing and administrative costs. Martin County will compensate the United Way an amount equal to 10% of the total grants awarded as an administrative fee. The United Way can request additional funding if needed to assist residents under this program.

Under the Food Relief MOU, the United Way will purchase food for local nonprofit agencies and nonprofit food pantries for free distribution to Martin County residents. The total amount allotted for this program is \$3,500,000. The only expenses authorized under the Food Relief MOU are the cost of food, transportation costs for the purchased food and United Way's administrative fee of 9%.

Personal Assistance MOU

- | | |
|---------------------------------------|--|
| 1. Agreement/Contract drafted by: | Martin County Attorney's Office |
| 2. Parties to the Agreement/Contract: | Martin County and United Way of Martin County |
| 3. Purpose of Agreement/Contract: | Administration of Martin County's personal assistance grants for the purpose of allocating subawards to assist residents in Martin County who have experienced financial hardship due to Coronavirus Disease 20129 (COVID-19) with rent, mortgage payments, utility bills and unexpected funeral costs associated with COVID-19. |
| 4. New/Renewal/Modified | New |
| 5. Duration | 3/1/2020-12/30/2020 |
| 6. Benefits to Martin County: | Allows County to engage in an existing system to deliver assistance grants to Martin County residents in a timely and efficient manner. |
| 7. Cost to Martin County: | Money received from the Cares Act Funding Agreement will be utilized. |

Personal Food Assistance MOU

- | | |
|---------------------------------------|--|
| 1. Agreement/Contract drafted by: | Martin County Attorney's Office |
| 2. Parties to the Agreement/Contract: | Martin County and United Way of Martin County |
| 3. Purpose of Agreement/Contract: | Administration of Martin County's program to provide emergency food assistance to residents of Martin County as a result of the COVID-19 pandemic. |
| 4. New/Renewal/Modified | New |
| 5. Duration | 3/1/2020-12/30/2020 |
| 6. Benefits to Martin County: | Allows County to engage in an existing system to deliver assistance to Martin County residents in a timely and efficient manner. |
| 7. Cost to Martin County: | Money received from the Cares Act Funding Agreement will be utilized. |

Potential Cost Break Down

Personal Assistance MOU

Services	\$1,750,000
Administrative Fee	\$175,000 * (10%)
Marketing Plan	\$50,000
Total	\$1,975,000

Emergency Food Relief MOU

Services	\$3,211,000
Administrative Fee	\$288,990* (9%)
Total	\$3,499,900

**Assumes Full Reimbursement of Available Program Funds is Achieved.*

ISSUES:

None

LEGAL SUFFICIENCY REVIEW:

This item has been reviewed for legal sufficiency to determine whether it is consistent with applicable law, has identified and addressed legal risks and has developed strategies for legal defensibility.

RECOMMENDED ACTION:**RECOMMENDATION**

Move that the Board authorize the County Administrator to sign Memorandums of Agreements that are necessary to carry out the Board's direction for use of the funding received under the CARES Act Funding Agreement between Martin County and the State of Florida, Division of Emergency Management.

Move that the Board approve Memorandums of Agreement between Martin County and the United Way for the Personal Assistance Program and the Food Relief Program.

ALTERNATIVE RECOMMENDATIONS

Deny and provide staff with direction.

FISCAL IMPACT:**RECOMMENDATION**

100% of the funding is covered from the Cares Act Funding Agreement between the State of Florida, Division of Emergency Management and Martin County.

Funding Source	County Funds	Non-County Funds
CARES Grant	\$0.00	\$5,500,000
Subtotal		
Project Total	\$5,500,000	

ALTERNATIVE RECOMMENDATIONS

None

DOCUMENT(S) REQUIRING ACTION:

- ☐ Budget Transfer / Amendment ☐ Chair Letter ☒ Contract / Agreement
☐ Grant / Application ☐ Notice ☐ Ordinance ☐ Resolution
☐ Other:

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