

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: September 13, 2011 [X] Consent [] Regular [] Workshop [] Public Hearing
Department
Submitted By: Community Services
Submitted For: Ryan White Part A

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) receive and file grant award letter from Department of Health & Human Services, for the period of March 1, 2011, through February 29, 2012, in the amount of \$7,956,788;
B) receive and file Amendment No. 1 to Comprehensive AIDS Program, Inc. (R2011-0468) to increase Health Insurance Continuation by \$50,000 for a new not-to-exceed total of \$537,958;
C) approve a budget amendment of \$4,427,485 in the Ryan White Program fund to reconcile the budget with the grant award; and
D) approve Ten (10) amendments to the Ryan White Part A HIV Health Support Services Contracts (Formula) to extend the contract end period to February 29, 2012, clarify payment terms, and increase the total contract amounts as listed for Ryan White Part A Treatment Extension Act of 2009 HIV Emergency Relief Formula funds:

- 1) Amendment No. 1 to Compass, Inc. (R2011-0467) increase by \$171,806 for a new not-to-exceed total of \$343,614;
2) Amendment No. 2 to Comprehensive AIDS Program, Inc. (R2011-0468) increase by \$701,078 for a new not-to-exceed total of \$1,239,036;
3) Amendment No. 1 to Comprehensive Community Care Network, Inc. DBA Foundcare (R2011-0469) increase by \$305,132 for a new not-to-exceed total of \$608,619;
4) Amendment No. 1 to Jerome Golden Center for Behavioral Health, Inc. (R2011-0474) to recognize agency's name change;
5) Amendment No. 1 to Legal Aid Society of Palm Beach County, Inc. (R2011-0472) increase by \$89,560 for a new not-to-exceed total of \$179,121;
6) Amendment No. 1 to Minority Development and Empowerment, Inc. (R2011-0473) increase by \$71,626 for a new not-to-exceed total of \$143,252;
7) Amendment No. 1 to Palm Beach County Health Department (R2011-0475) increase by \$820,869 for a new not-to-exceed total of \$1,641,740;
8) Amendment No. 1 to Treasure Coast Health Council, Inc. (R2011-0476) increase by \$254,572 for a new not-to-exceed total of \$509,146;
9) Amendment No. 1 to Treasure Coast Health Council, Inc. (R2011-0477) increase by \$53,000 for a new not-to-exceed total of \$103,000;
10) Amendment No. 1 to Treasure Coast Health Council, Inc. (R2011-0478) increase by \$20,000 for a new not-to-exceed total of \$40,000.

Summary: (On Page 3)

Background and Justification: (On Page 3)

- Attachments: 1. Contract Amendments
2. Notice of Grant Award
3. Budget Amendment

Recommended by: [Signature] Department Director Date: 9/7/11
Approved by: [Signature] Assistant County Administrator Date: 9/9/11

II. FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	\$737,914	\$3,689,571	_____	_____	_____
External Revenue	(\$737,914)	(\$3,689,571)	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>0.</u> * see below	<u>0</u> *	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
	<i>and Proposed</i>				
Is Item Included in Current Budget?	Yes _____		No <u>X</u>		
Budget Account No.: Fund	<u>1010</u>	Dept	<u>142</u>	Units	<u>1475 & 1479</u>
Object	<u>Various</u>	Program Code	<u>Various</u>		

B. Recommended Sources of Funds/Summary of Fiscal Impact:

* Funding provided through the U.S. Department of Health and Human Services. No County match is required. Federal funds will provide needed services to HIV/AIDS clients in Palm Beach County.


C. Departmental Fiscal Review: *Taruna Malhotra*
9/7/11

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

 OFMB >> VA 9/1/11 9/7/11	 Contract Dev. and Control 9/19/11
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B. Legal Sufficiency:


 Assistant County Attorney 9/9/11

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.

Summary (continued from Page 1) The amendment that was signed by the County Administrator in accordance with the Resolution (R2010-1074) has been fully executed, returned and requires submission to the Clerk's office for filing. In addition, a second award has been received from the Department of Health and Human Services Health Resources and Services Administration (HRSA), which includes a total of \$7,956,788. The original Notice of Grant Award from HRSA was received on February 16, 2011. The grant award is being received in multiple disbursements this year. The 10 amendments listed represent part of the balance of the total funding and the dates of the contracts are being amended to reflect a twelve (12) month contract term versus a six (6) month contract. Employees Nicole Leidesdorf of Compass, Inc., Sha'Wanda Manuel of Comprehensive AIDS Program, Rosalyn Collins of Gratitude House, Inc., Kimberly Rommel-Enright and Vicki Tucci of Legal Aid Society of Palm Beach County, Inc., and Marlinda Jefferson of Minority Development and Empowerment, Inc. serve on a County Advisory Board, the HIV CARE Council. Employee Mickale Linton of Legal Aid Society of Palm Beach County, Inc. serves on a County Advisory Board, the Head Start-Early Head Start Policy Council. These boards provide no regulation, oversight, management, or policy-setting recommendations regarding the agency contracts listed above. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Sect. 2-443, of the Palm Beach County Code of Ethics. A budget amendment is necessary to align the budget with the award. No County funds are required. (Ryan White) Countywide (TKF).

Background and Justification: (Continued from Page 1) Under the Ryan White Part A Treatment Extension Act of 2009, the Palm Beach County HIV CARE Council establishes priority service areas and assigns funding percentages. The Grantee, Palm Beach County, is responsible for the Request For Proposal (RFP), selection and contracting with the selected service providers. The RFP process for this grant cycle has been completed and the Department has selected agencies to receive funding in accordance with the service priorities and funding allocations designated by the Palm Beach County HIV CARE Council. The HRSA has issued the FY 2011 award to serve persons living with HIV/AIDS. So that the Clerk's Office can note and receive the award letter, this receive and file item is submitted in accordance with PPM CW-O-051.

1. DATE ISSUED: 08/09/2011		2. PROGRAM CFDA: 93.914		 <p>U.S. Department of Health and Human Services HRSA Health Resources and Services Administration</p> <p>NOTICE OF GRANT AWARD AUTHORIZATION (Legislation/Regulation) Public Health Service Act, Title XXVI, Section 2603b Public Health Service Act Section 2603(b), 42 U.S.C 300ff-13(b) FY 2007 Title XXVI of the PHS Act, 42 U.S.C. section 300-ff-11 et seq (as amended), Part A Ryan White HIV/AIDS Treatment Extension Act of 2009 (Public Law 111-87) Public Health Service Act, Sections 2601-2610</p>																																																						
3. SUPERSEDES AWARD NOTICE dated: 07/08/2011 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded.																																																										
4a. AWARD NO.: 6 H89HA00034-18-02		4b. GRANT NO.: H89HA00034	5. FORMER GRANT NO.: BRH890034																																																							
6. PROJECT PERIOD: FROM: 04/04/1994 THROUGH: 02/29/2012																																																										
7. BUDGET PERIOD: FROM: 03/01/2011 THROUGH: 02/29/2012																																																										
8. TITLE OF PROJECT (OR PROGRAM): HIV EMERGENCY RELIEF PROJECT GRANTS																																																										
9. GRANTEE NAME AND ADDRESS: PALM BEACH COUNTY BOARD OF COMMISSIONERS PO BOX 4036 WEST PALM BEACH, FL 33402-				10. DIRECTOR: (PROGRAM DIRECTOR/PRINCIPAL INVESTIGATOR) Channell Wilkins PALM BEACH COUNTY BOARD OF COMMISSIONERS 810 Datura St West Palm Beach, FL 33401-5204																																																						
11. APPROVED BUDGET: (Excludes Direct Assistance) <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation				12. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:																																																						
<table border="0"> <tr><td>a. Salaries and Wages :</td><td>\$0.00</td></tr> <tr><td>b. Fringe Benefits :</td><td>\$0.00</td></tr> <tr><td>c. Total Personnel Costs :</td><td>\$0.00</td></tr> <tr><td>d. Consultant Costs :</td><td>\$0.00</td></tr> <tr><td>e. Equipment :</td><td>\$0.00</td></tr> <tr><td>f. Supplies :</td><td>\$0.00</td></tr> <tr><td>g. Travel :</td><td>\$0.00</td></tr> <tr><td>h. Construction/Alteration and Renovation :</td><td>\$0.00</td></tr> <tr><td>i. Other :</td><td>\$0.00</td></tr> <tr><td>j. Consortium/Contractual Costs :</td><td>\$0.00</td></tr> <tr><td>k. Trainee Related Expenses :</td><td>\$0.00</td></tr> <tr><td>l. Trainee Stipends :</td><td>\$0.00</td></tr> <tr><td>m. Trainee Tuition and Fees :</td><td>\$0.00</td></tr> <tr><td>n. Trainee Travel :</td><td>\$0.00</td></tr> <tr><td>o. TOTAL DIRECT COSTS :</td><td>\$7,956,788.00</td></tr> <tr><td>p. INDIRECT COSTS (Rate: % of S&WTADC) :</td><td>\$0.00</td></tr> <tr><td>q. TOTAL APPROVED BUDGET :</td><td>\$7,956,788.00</td></tr> <tr><td> i. Less Non-Federal Share:</td><td>\$0.00</td></tr> <tr><td> ii. Federal Share:</td><td>\$7,956,788.00</td></tr> </table>				a. Salaries and Wages :	\$0.00	b. Fringe Benefits :	\$0.00	c. Total Personnel Costs :	\$0.00	d. Consultant Costs :	\$0.00	e. Equipment :	\$0.00	f. Supplies :	\$0.00	g. Travel :	\$0.00	h. Construction/Alteration and Renovation :	\$0.00	i. Other :	\$0.00	j. Consortium/Contractual Costs :	\$0.00	k. Trainee Related Expenses :	\$0.00	l. Trainee Stipends :	\$0.00	m. Trainee Tuition and Fees :	\$0.00	n. Trainee Travel :	\$0.00	o. TOTAL DIRECT COSTS :	\$7,956,788.00	p. INDIRECT COSTS (Rate: % of S&WTADC) :	\$0.00	q. TOTAL APPROVED BUDGET :	\$7,956,788.00	i. Less Non-Federal Share:	\$0.00	ii. Federal Share:	\$7,956,788.00	<table border="0"> <tr><td>a. Authorized Financial Assistance This Period</td><td>\$7,956,788.00</td></tr> <tr><td>b. Less Unobligated Balance from Prior Budget Periods</td><td></td></tr> <tr><td> i. Additional Authority</td><td>\$0.00</td></tr> <tr><td> ii. Offset</td><td>\$0.00</td></tr> <tr><td>c. Unawarded Balance of Current Year's Funds</td><td>\$0.00</td></tr> <tr><td>d. Less Cumulative Prior Awards(s) This Budget Period</td><td>\$9,602,363.00</td></tr> <tr><td>e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</td><td>(\$1,645,575.00)</td></tr> </table>			a. Authorized Financial Assistance This Period	\$7,956,788.00	b. Less Unobligated Balance from Prior Budget Periods		i. Additional Authority	\$0.00	ii. Offset	\$0.00	c. Unawarded Balance of Current Year's Funds	\$0.00	d. Less Cumulative Prior Awards(s) This Budget Period	\$9,602,363.00	e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	(\$1,645,575.00)
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13. RECOMMENDED FUTURE SUPPORT: (Subject to the availability of funds and satisfactory progress of project)																																																										
<table border="1"> <thead> <tr> <th>YEAR</th> <th>TOTAL COSTS</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center;">Not applicable</td> </tr> </tbody> </table>							YEAR	TOTAL COSTS	Not applicable																																																	
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14. APPROVED DIRECT ASSISTANCE BUDGET: (In lieu of cash)																																																										
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15. PROGRAM INCOME SUBJECT TO 45 CFR Part 74.24 OR 45 CFR 92.25 SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:																																																										
A=Addition B=Deduction C=Cost Sharing or Matching D=Other [A]																																																										
Estimated Program Income: \$0.00																																																										
16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY HRSA, IS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:																																																										
a. The grant program legislation cited above. b. The grant program regulation cited above. c. This award notice including terms and conditions, if any, noted below under REMARKS. d. 45 CFR Part 74 or 45 CFR Part 92 as applicable. In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.																																																										
REMARKS: (Other Terms and Conditions Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No) Please see attachment for remarks.																																																										
<i>Electronically signed by Dorothy Kelley , Grants Management Officer on : 08/09/2011</i>																																																										
17. OBJ. CLASS: 41.15		18. CRS-EIN: 1596000785A1		19. FUTURE RECOMMENDED FUNDING: \$0.00																																																						
FY-CAN	CFDA	DOCUMENT NO.	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE																																																				
11 - 3775023	93.914	11H89HA00034	(\$1,645,575.00)	\$0.00	N/A	HVI-11																																																				

HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NGA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NGA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants.hrsa.gov/webexternal/login.asp> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772; 301-998-7373.

Terms and Conditions

Failure to comply with the special remarks and condition(s) may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.

Grant Specific Term(s)

1. This NGA is being issued to correct a calculation error.

All prior terms and conditions remain in effect unless specifically removed.

Contacts

NGA Email Address(es):

Name	Role	Email
Jennifer E Millington	Business Official	jmilling@pbcgov.org
Channell Wilkins	Program Director	cwilkins@pbcgov.org

Note: NGA emailed to these address(es)

Program Contact:

For assistance on programmatic issues, please contact Frances Hodge at:
MailStop Code: 7A-55
HRSA/HAB/DSS
5600 Fishers Ln
Rockville, MD, 20852-1750
Email: FHodge@hrsa.gov
Phone: (301)443-1892
Fax: (301)443-5271

Division of Grants Management Operations:

For assistance on grant administration issues, please contact Janene Dyson at:
MailStop Code: 11-03
HRSA, OFAM, DGMO, GSFB
5600 Fishers Ln
Rockville, MD, 20852-1750
Email: jdyson@hrsa.gov
Phone: (301)443-8325
Fax: (301)594-4073

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

BGEX - 142 - 071811*1880
BGRV - 142 - 071811*559

FUND (1010) - Ryan White Care Act Program

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED 7/18/2011	REMAINING BALANCE
REVENUE								
142 1479	3169 Fed Grant Indirect - Other Human Svc's	\$3,000,033	\$3,111,304	\$751,959	\$0	\$3,863,263		
142 1475	3169 Fed Grant Indirect - Other Human Svc's	\$9,039,165	\$8,922,369	\$3,675,526	\$0	\$12,597,895		
Total Revenue		\$12,889,898	\$12,919,898	\$4,427,485	\$0	\$17,347,383		
EXPENDITURE								
142 1475	1201 Salaries and Wages- Regular	\$381,704	\$278,351	\$67,500	\$0	\$345,851	\$233,451	
142 1475	2101 FICA- Taxes	\$23,748	\$17,340	\$9,000	\$0	\$26,340	\$13,994	
142 1475	2105 FICA- Medicare	\$5,535	\$4,035	\$3,000	\$0	\$7,035	\$3,273	
142 1475	2201 Retirement Contributions	\$45,106	\$30,790	\$9,000	\$0	\$39,790	\$24,285	
142 1475	2301 Insurance- Life & Health	\$63,700	\$43,136	\$15,000	\$0	\$58,136	\$42,543	
142 1475	2401 Workers' Compensation	\$481	\$345	\$300	\$0	\$645	\$345	
142 1475	2501 Unemployment Compensation	\$1,607	\$1,088	\$1,125	\$0	\$2,213	\$0	
142 1475	3124 Legal Services	\$3,500	\$3,500	\$65,000	\$0	\$68,500	\$6,825	
142 1475	5101 Office Supplies	\$2,001	\$2,001	\$10,000	\$0	\$12,001	\$2,638	
142 1475	5111 office Furniture & Equipment	\$1,301	\$1,301	\$2,250	\$0	\$3,551	\$996	
142 1475	3401 Contractual Services	\$30,001	\$105,001	\$369,154	\$0	\$474,155	\$58,300	
142 1475	8101 Contributions other gov't agencies	\$2,643,463	\$2,634,463	\$975,000	\$0	\$3,609,463	\$2,254,250	
142 1475	8201 Contributions-Non-Govts Agnces	\$5,448,398	\$5,328,398	\$2,149,197	\$0	\$7,477,595	\$2,755,438	
142 1479	1201 Salaries and Wages- Regular	\$1	\$78,346	\$28,310	\$0	\$106,656	\$32,832	
142 1479	2101 FICA- Taxes	\$1	\$4,859	\$1,757	\$0	\$6,616	\$1,993	
142 1479	2105 FICA- Medicare	\$1	\$1,134	\$408	\$0	\$1,542	\$466	
142 1479	2201 Retirement Contributions	\$1	\$10,852	\$4,963	\$0	\$15,815	\$3,559	
142 1479	2301 Insurance- Life & Health	\$1	\$15,589	\$6,668	\$0	\$22,257	\$5,640	
142 1479	2401 Workers' Compensation	\$1	\$104	\$90	\$0	\$194	\$104	
142 1479	2501 Unemployment Compensation	\$0	\$393	\$406	\$0	\$799	\$0	
142 1479	3124 Legal Services	\$1	\$1	\$12,000	\$0	\$12,001	\$0	
142 1479	4001 Travel And Per Diem	\$1	\$1	\$6,000	\$0	\$6,001	\$0	
142 1479	4007 Travel-Mileage	\$1	\$1	\$1,501	\$0	\$1,502	\$5	
142 1479	3401 Contractual Services	\$1	\$63,001	\$249,856	\$0	\$312,857	\$11,200	
142 1479	8101 Contributions other gov't agencies	\$1,000,000	\$876,000	\$265,000	\$0	\$1,141,000	\$582,030	
142 1479	8201 Contributions-Non-Govts Agnces	\$2,000,000	\$1,830,000	\$175,000	\$0	\$2,005,000	\$93,969	
Total Expenditures		\$12,889,898	\$12,919,898	\$4,427,485	\$0	\$17,347,383	\$7,981,889	

Signatures

Date

By Board of County Commissioners
At Meeting of 8/16/2011

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION Channell Wilkins

Administration/Budget Department Approval

OFMB Department - Posted

Tallina Walker

2/2/11

Deputy Clerk to the

Board of County Commissioners