

MEMORANDUM

DATE: June 9, 2020

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Grant Award - Virginia Housing Development Authority COVID-19 Emergency Funding Support: Department of Housing and Urban Development Housing Counseling Network - \$40,000

The James City County Social Services Housing Unit (Housing) is designated as a Department of Housing and Urban Development (HUD) Approved Housing Counseling Agency (HCA) with three HUD Certified Housing Counselors providing assistance to people in James City County.

In an effort to assist with responding to the COVID-19 crisis, the Virginia Housing Development Authority has awarded \$40,000 in funding to James City County to help support and maintain the HUD Housing Counseling networks' critical service delivery and operational capacity. The funds are available to cover costs incurred from June 1, 2020 to August 31, 2020, that are necessary for the HCA to provide safe service delivery during the COVID-19 Pandemic and to prepare for a safe return to traditional housing counseling services in the future. Eligible costs include operating expenses, but do not include direct assistance to clients.

Housing proposes to use the funding for salary; to replace an old copier (the cost was removed from the 2020 budget as a COVID related cost savings measure); to cover safety equipment for the building, staff, and clients; to purchase additional laptops to provide all Housing staff the ability to work remotely; videoconferencing equipment, and office supplies.

It is recommended that the Board of Supervisors adopt the attached resolution to authorize acceptance of these emergency funds and the use of these funds in the administration and operation of the County Housing Counseling program during the COVID-19 crisis.

RV/md
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Attachment