

MEMORANDUM

DATE: July 14, 2020

TO: The Board of Supervisors

FROM: Rebecca Vinroot, Director of Social Services

SUBJECT: Grant Award - HUD CARES Act Administrative Funds - \$22,420

The James City County Social Services Housing Unit (Housing) is designated as a HUD Approved Public Housing Agency (PHA) responsible for administering the Housing Choice Voucher (HCV) Program. The HCV Program has been directly administered by James City County through the Office of Housing (and Community Development, prior to July 1, 2016) since 2001. On May 8, 2020, James City County was awarded \$22,420 in administrative fee funding under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) to be used for administration of the program for Calendar Year 2020.

In accordance with Public and Indian Housing Notice PIH 2020-08: CARES Act - HCV Program Administrative Fees, "this supplemental administrative fee funding may be used only for two purposes: 1) any currently eligible HCV (including Mainstream voucher) administrative costs during the period that the program is impacted by coronavirus; and 2) new coronavirus-related activities, including activities to support or maintain the health and safety of assisted individuals and families, and costs related to the retention and support of participating owners. Currently eligible HCV administrative costs under 1) include necessary upgrades to information technology or computer systems to enhance telework capacities and overtime pay for PHA staff to carry out HCV Program responsibilities."

Housing proposes to use the funding to maintain the health and safety of assisted individuals and families and to provide safety equipment for the building, staff, and clients.

Staff recommends that the Board of Supervisors adopt the attached resolution to authorize acceptance of these administrative funds and the use of these funds to provide health and safety improvements related to the COVID-19 crisis.

RV/md
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Attachments:

1. Resolution
2. Notice of Award