

**DANE COUNTY  
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2021 RES-270
Vote Required:		Ordinance Amendment No. _____
Majority X	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AWARDING CONTRACTS FOR HOTELS TO HOUSING CASE MANAGEMENT  
DCDHS – HAA DIVISION**

**Policy Analysis Statement:**

Brief Description of Proposal -

Following the results of a request for proposals (RFP) process, the Dane County Department of Human Services – Housing Access and Affordability Division (HAA) seeks to contract with Lutheran Social Services of Upper Michigan and Wisconsin, Inc., and The Salvation Army of Dane County to provide housing search and case management services through the Hotels to Housing initiative. The terms for the contracts will be January 1, 2022 to December 31st 2022.

Lutheran Social Services' target population for services will be adults without minor children. The Salvation Army's target population for services will be women without minor children and families with minor children.

Current Policy or Practice -

Major contracts require Board approval.

Impact of Adopting Proposal -

A major contract will be awarded to Lutheran Social Services of Upper Michigan and Wisconsin, Inc. in the amount of \$628,016.  
A major contract will be awarded to The Salvation Army of Dane County. in the amount of \$257,420.

**Fiscal Estimate:**

Fiscal Effect (check all that apply) -

- \_\_\_\_\_ No Fiscal Effect
- \_\_\_\_\_ Results in Revenue Increase
- x   Results in Expenditure Increase
- \_\_\_\_\_ Results in Revenue Decrease
- \_\_\_\_\_ Results in Expenditure Decrease

Budget Effect (check all that apply)

- x   No Budget Effect
- \_\_\_\_\_ Increases Rev. Budget
- \_\_\_\_\_ Increases Exp. Budget
- \_\_\_\_\_ Decreases Rev. Budget
- \_\_\_\_\_ Decreases Exp. Budget
- \_\_\_\_\_ Increases Position Authority
- \_\_\_\_\_ Decreases Position Authority

Note: if any budget effect, 2/3 vote is required

**Narrative/Assumptions about long range fiscal effect:**

The contract term will be from January 1, 2022 to December 31st 2022. This project is funded with the County's allocation of local aid authorized in the 2021 American Rescue Plan. There is zero impact to county levy.

Any unspent funds from 2022 will be carried forward for expenditure in 2023.

**Expenditure/Revenue Changes:**

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services					County Taxes				
Operating Expenses					Federal			\$885,436	
Contractual Services			\$885,436		State				
Capital					Other				
Total	\$0	\$0	\$885,436	\$0	Total	\$0	\$0	\$885,436	\$0

**Personnel Impact/FTE Changes:**

N/A

**Prepared By:**

Agency:		Division:	
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