

**DANE COUNTY
POLICY AND FISCAL NOTE**

_____ Original	_____ Update	Substitute No.
Sponsor:		Resolution No. 2021 RES-271
Vote Required:		Ordinance Amendment No. _____
Majority X	Two-Thirds	

Title of Resolution or Ord. Amd.:

**AWARDING A CONTRACT FOR ARP HOUSING NAVIGATION
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 Catholic Charities, Inc., Diocese of Madison to provide housing navigation services. The contract term will be from January 1, 2022 to December 31st 2022.

Housing navigation services will consist of assisting individuals in need of housing, including but not limited to help with housing search; identification of an individual's housing barriers; guidance and advocacy to overcome those barriers; information and referral to community resources to address concerns related to housing (employment and training, mainstream benefits, etc.), and assistance in filling out housing applications.

Current Policy or Practice -

Major contracts require Board approval.

Impact of Adopting Proposal -

A major contract will be awarded to Catholic Charities Inc., Dioceses of Madison in the amount of \$535,000.

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			\$535,000	
Contractual Services			\$535,000		State				
Capital					Other				
Total	\$0	\$0	\$535,000	\$0	Total	\$0	\$0	\$535,000	\$0

Personnel Impact/FTE Changes:

N/A

Prepared By:

Agency:		Division:	
Prepared by:	Der Xiong	Date:	11/18/2021
Reviewed by:	Chad Lillethun	Date:	12/7/2021
		Phone:	242-6314
		Phone:	242-6431