

AMENDING A CONTRACT FOR HOTELS TO HOUSING FISCAL SERVICES  
DCDHS – HAA DIVISION

This project is funded with the County’s allocation of local aid authorized in the 2021 American Rescue Plan. Therefore, this resolution follows the format outlined in 2021 RES-013.

**Justification**

Authorizing Law: In March of 2021, the federal government authorized the \$1.9 trillion American Rescue Plan (ARP) stimulus bill authorizing additional funding to respond to and recover from the COVID-19 pandemic across multiple areas of need.

Dane County was allocated over \$106 million in ARP local aid. A portion of those funds have been committed to various efforts to prevent and end homelessness and limit spread of COVID-19 through efforts to provide social distancing in the congregate shelter system. Over \$8.2 million in ARP funding was approved for the Hotels to Housing rehousing initiative for use in 2022 in the 2022 Dane County Budget.

Response to the COVID-19 Pandemic: Preventing exposure to and spread of COVID-19 among households experiencing homelessness was a pillar of Dane County’s pandemic response. Beginning in March of 2020, Dane County funded non-congregate hotel shelter operations and assisted with other congregate shelter expansions to quickly create critical social distancing in the community’s homeless shelter system, partnering with numerous hotels to provide rooms, and with the City of Madison, Public Health Madison-Dane County, and frontline agencies to administer the program.

In May of 2021, Dane County authorized the first phase of a historic effort to provide housing search, rental assistance, and case management services to people experiencing homelessness who are currently served by non-congregate shelter funded by Dane County. Referred to as Hotels to Housing, the program assists eligible households with up to two years of rental assistance and case management.

The Dane County Department of Human Services – Housing Access and Affordability Division (HAA) currently contracts with Fiscal Assistance, Inc. to provide fiscal services for the Hotels to Housing initiative. Due to increased needs related to provision of the contracted services (higher number of clients being served over original projection and more transactions related to client services than projected) a contract amendment of \$20,000 is needed to compensate Fiscal Services for anticipated costs for the remainder of 2023.

As the fiscal services entity for the Hotels to Housing initiatives, Fiscal Assistance, Inc. works in collaboration with Dane County and Hotels to Housing case management partners to make direct payments to landlords for clients who obtain housing through the program. Direct payments will include rental/utility arrears, forward rent, utilities, and security deposits.

As a fiscal agent, Fiscal Assistance, Inc. has distributed \$4,024,966 in rent and housing related payments on behalf of 261 housed program participants from July 2021-March 2023. Under their financial management, Fiscal Assistance has distributed ARP federal relief funding for the following hotels-to-housing program costs:

- 52 • Rent Expense: \$ \$3,348,063
- 53 • Security Deposits: \$401,461
- 54 • Utilities / Other: \$275,442

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56 The average monthly rent expense per program participant was \$1,084 as of March 2023.

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58 **Duplication of Funding/Existing Partnerships and Programs:** The funding is not duplicative.

59 **Expected Outcomes and Data Collection:** Data collected will minimally include the amount of  
60 funding distributed by the provider, the total amount of funding broken down by payment types,  
61 and the average monthly rent expense per program participant. Other client outcomes will be  
62 reported by Hotels to Housing case management partners.

63 **NOW, THEREFORE, BE IT RESOLVED** that the following contract be amended (with a term of  
64 January 1, 2023 – December 31, 2023) and that the County Executive and County Clerk are  
65 hereby authorized and directed to sign the agreements on behalf of Dane County, and that the  
66 Controller is authorized to make payments:

67 <u>Vendor</u>	<u>Contract Amount</u>
68 Fiscal Assistance, Inc.	\$20,000

69 **Total Expenditure: \$20,000**

70 **BE IT FURTHER RESOLVED** that the County Board requests quarterly reports be shared with  
71 the members of the County Board, and that the Health and Human Needs Committee review  
72 the reports on a quarterly basis and discuss how the information presented addresses  
73 anticipated program outcomes.

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75 **BE IT FINALLY RESOLVED** that unspent funds from 2023 be carried forward for expenditure in  
76 2024.