



MEMORANDUM

Date: May 6, 2024

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: Jan Leshner 
County Administrator

Re: **Additional Information for the May 7, 2024 Board of Supervisors Meeting – Agenda Item No. 24 Non-Competitive Outside Agency Funding for 2024-2025**

The Board of Supervisors Policy for Administering Grants (D 22.6) establishes uniform guidelines for the administration of grants in Pima County. In support of this Policy, the County Administrator established Administrative Procedure Number (5-1) Grants Management and Innovation. Among other things this procedure requires that County entities must recover indirect costs unless prohibited by the funder. It also allows the County Administrator on occasion may waive this requirement.

Tomorrow the Board of Supervisors takes action on the recommendations of the Outside Agency Committee and Community & Workforce Development staff regarding the federally funded Community Development Block Grant Program. As part of this agenda item, staff has notified the Administrator of its intent to requests a waiver of indirect costs under Administrative Procedure 5-1 for Fiscal Year 25-26 and Fiscal Year 26-27. The intent is to create an Outside Agency Contingency Fund that funded entities may compete for to cover program expansion or unexpected emergency costs. Furthermore, the Board of Supervisors may use this fund to address out of cycle requests that come to the Board.

The total value of this funding is \$201,614 from the Community Development Block Grant and \$20,105 from the Emergency Shelter programs.

I recommend that the Board of Supervisors support this action as part of its overall approval of the Outside Agency funding recommendations.

JKL/dym

c: Carmine DeBonis, Jr., Deputy County Administrator
Francisco García, MD, MPH, Deputy County Administrator & Chief Medical Officer
Steve Holmes, Deputy County Administrator
Dan Sullivan, Director, Community & Workforce Development
RK Kelly, Director, Grants Management & Innovation

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