



Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

Jeffery L. McCann
Deputy County Executive

March 22, 2024

The Honorable Monroe County Legislature
Monroe County Legislature
410 County Office Building
39 W. Main Street
Rochester, New York 14614

Honorable Legislators:

I am writing to provide additional information regarding Community Resource Collaborative (CRC). We have received the completed Forensic Review of Community Resource Collaborative conducted by EFPR Group, and are providing that report to all Legislators today. This letter also responds to the letters dated March 15 from both Legislator Brew and Legislators Vazquez Simmons and Barnhart. The records requested in those letters are also being made available to all Legislators today. In responding to the questions contained in these letters, the Administration has addressed all pending requests from the Legislature for information regarding CRC.

The County Administration remains committed to a thorough and transparent response to this issue, as we have been from the start. To review, upon learning of this issue, the County Administration immediately notified the public, initiated a forensic review by outside auditors, and contacted law enforcement. We have also briefed Legislators and provided records in response to other requests for information from the Legislature. The information and documents provided today continue the thorough response to the Legislature's inquiries regarding this issue.

Legislator Brew Question 1, Legislator Vazquez Simmons/Legislator Barnhart Questions 11, 12:

All requested documents maintained by Monroe County have been provided. The insufficiencies identified by Monroe County in the vouchers (e.g., typos, miscalculations, unallowable expenses, etc.) did not rise to the level of noncompliance under Monroe County's Subaward and Monitoring Policy for Expenditure of American Rescue Plan Act of 2021 Coronavirus State and Local Fiscal Recovery Funds (the "Monitoring Policy"). Moreover, CRC took timely and appropriate action on correcting the issues Monroe County identified in its review of each voucher.

Legislator Brew Question 2, Legislator Vazquez Simmons/Legislator Barnhart Question 3:

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All requested documents maintained by Monroe County have been provided.

Legislator Brew Question 3, Legislator Vazquez Simmons/Legislator Barnhart Question 6:

All requested documents maintained by Monroe County have been provided.

Legislator Brew Question 4, Legislator Vazquez Simmons/Legislator Barnhart Question 4:

All requested documents maintained by Monroe County have been provided.

CRC's monthly vouchering requests contained detailed financial reporting and were reviewed by EFPR Group. The quarterly reports referenced in this question monitor programmatic compliance (e.g., how many individuals were served; what was the outcome, etc.), which has not yet been the scope of an EFPR review.

Legislator Brew Question 5:

The possible conflict of interest has been reported to the Office of the New York State Attorney General.

Legislator Brew Question 6:

All requested documents maintained by Monroe County have been provided.

Legislator Brew Question 7:

The document does not print with a header, so it was labeled by hand.

Legislator Brew Question 8:

All requested documents maintained by Monroe County have been provided.

Legislator Brew Question 9:

All requested documents maintained by Monroe County have been provided.

Legislator Brew Question 10:

"Neighborhood Outreach Supplies" are materials and supplies necessary to carry out NCP outreach and that are allowable under the Coronavirus State and Local Fiscal Recovery Funds final rules and the Code of Federal Regulations. Anticipated expenditures included folding chairs & tables, masks, hygiene kits, hand sanitizers, condoms, safety kits, and mini flashlights. "Snacks, Swag/Incentive Supplies" contemplated snacks and small incentives to be made available for and distributed to populations served by NCP (i.e., items that clearly and directly further the goals of NCP, such as water and non-perishable snacks for Program participants) and that are allowable under the Coronavirus State and Local Fiscal Recovery Funds final rules and the Code of Federal Regulations. "Credibility Trust/Brand Value" encompassed assistance to the nonprofits to provide wraparound services allowable under the Coronavirus State and Local Fiscal Recovery Funds final rules and the Code of Federal

Regulations, such as DMV IDs and birth certificate fees for clients, laundry cards for clients, paper supplies for distribution, etc. “10% de minimis indirect cost rate[s]” generally include depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration and general expenses and that are allowable under the Coronavirus State and Local Fiscal Recovery Funds final rules and the Code of Federal Regulations. More detailed information regarding actual expenditures purchased through each line item may be found in the monthly vouchers.

Legislator Brew Question 11:

CRC was required to carry out the terms of the ARPA Subaward Grant Agreement by and between the County of Monroe and CRC dated May 3, 2023 (the “Grant Agreement”), including but not limited to ensuring the Scope of Services are carried out by the subawardees in accordance with the Grant Agreement, maintaining a financial management system in accordance with applicable laws, aggregating information from subawardees and submitting reports to the County, cooperating with County oversight, cooperating with audits, retaining records, etc. As noted in the Memorandum dated March 14, 2024, Page 16 of the Memorandum is the approved budget. Page 17 is the budget CRC included with their proposal.

Legislator Brew Question 12:

The Neighborhood Collaborative Project is a network of neighborhood anchor agencies and support services partners that are creating an agile, responsive system that empowers residents and builds capacity and capability within the neighborhood to resolve problems and meet community needs. The goal of the NCP was not to just distribute funds to non-profit organizations, but rather fund a collaboration under a single project umbrella to coordinate services and resources across neighborhoods. The Neighborhood Collaborative Project identified CRC to be the applicant and the entity with whom Monroe County would contract in its proposal to Monroe County. We do not know and cannot opine on why the Neighborhood Collaborative Project chose CRC rather than another anchor entity to serve as the applicant.

Legislator Brew Questions 13, 14, 15:

We are providing all documents relating to CRC. Providing the documents requested in these questions for all ARPA awardees would produce similar amounts of material for each project as are being provided today in relation to the Neighborhood Collaborative Project and require hundreds of additional hours of staff time. We will provide these documents for a specific ARPA awardee at the Legislature’s request.

Legislator Brew Question 16:

Monroe County is continuing to engage in the regular monitoring contemplated by the grant agreement. In addition, the County has asked EFPR Group to begin a review of all other subrecipients designated as high risk to ensure grant compliance.

Legislator Brew Question 17:

The Administration would only advance a contract under the RFQ if the funding model can best preserve the collaboration of NCP partners under a single project umbrella. More

information and justification regarding a specific awardee would be provided when and if a new award is advanced.

Legislator Brew Question 18:

Based on publicly available information, CRC's certificate of incorporation was filed in September 2021. The Grant Agreement was executed on May 3, 2023. Publicly available records concerning CRC's corporate status are attached in response to Question 6.

Legislator Brew Question 19:

Procurement is an Administrative function, the result of which is a proposed contract to be reviewed and authorized by the Legislature.

Legislator Brew Question 20:

The County Administration has contacted the U.S. Attorney's Office, the FBI, the U.S. Department of Treasury Office of Inspector General, and the Charities Bureau of the Office of the New York State Attorney General regarding this matter. We cannot speak for those agencies as to their activities.

Legislator Brew Question 21:

The ARPA team consists of:

- Rebecca Case Caico, Director of Research Strategy and Development
- Dr. Faye Pelow, Community Development Initiatives Manager
- Cynthia Adell, Community Liaison
- Dylan Welch, Contract Compliance Monitor
- John Beers, Grants and Contacts Management Assistant
- Sugunan Karthigeyan (Ganesh), Programmer Analyst I

Legislator Brew Question 22, Legislator Vazquez Simmons/Legislator Barnhart Question 10:

As previously shared, the ARPA Selection Committee included:

- Jeffery McCann, Deputy County Executive
- Corinda Crossdale, Deputy County Executive for Health and Human Services
- Thalia Wright, Commission of Department of Human Services
- Robert Franklin, Director of Finance
- Matthew Burrell, MWBE Utilization Manager
- Ana Liss, Director of Planning and Development
- Michael Garland, Director of Environmental Services
- Chief Richard Tantalo, Director of Public Safety
- Rebecca Case Caico (currently serving as Director of Research Strategy and Development; at the time of the ARPA Selection Committee, Deputy Director Planning and Development)

Legislator Brew Question 23:

A copy of the Forensic Review of Community Resource Collaborative is being provided to all Legislators.

Legislator Brew Question 24:

Such a memorandum will follow under separate cover.

Legislator Brew Question 25:

All information requested by either caucus has been provided to both caucuses.

Legislator Vazquez Simmons/Legislator Barnhart Question 1:

The status of the contract is set forth in in the letter to CRC dated February 7, 2024. Upon learning of CRC's financial mismanagement, the County immediately suspended payment to CRC. Payment has not resumed. As stated by Assistant County Executive Anthony Plonczynski-Figueroa when the RFQ was released on February 23rd, the goal of moving forward with the procurement process as Monroe County was waiting on the forensic audit was to position the County to act as soon as practicable and mitigate community harm.

Legislator Vazquez Simmons/ Legislator Barnhart Question 2:

If a contract is awarded under the RFQ, it would be for the remaining amount of the original contract that has not yet been vouchered.

Legislator Vazquez Simmons/Legislator Barnhart Question 5:

All requested reports maintained by Monroe County have been provided in response to other questions.

Legislator Vazquez Simmons/Legislator Barnhart Question 7:

The letter dated February 7, 2024 identified four apparent violations of the Grant Agreement. Copies of certifications and material representations of fact upon which Monroe County relied are provided.

Legislator Vazquez Simmons/Legislator Barnhart Question 8:

This is not accurate. Three (3) anchor agencies (Cameron, FTAC, SWAN) and four (4) partner agencies (BTS, MC2, OTG, and C3) budgeted a 10% indirect cost rate in accordance with federal regulations.

A substantial amount of the funding is for the purchase of human services (on-site vocational trainers, on-site social workers, project staff, etc.). A key component of the Neighborhood Collaborative Project is the relationships that these agencies have built and will continue to build within the community. NCP is more than providing physical resources to the communities they serve. NCP is meeting individuals—where they are—whose needs are not being met, spending time working with those individuals, identifying needs and resources,

connecting recipients with other NCP and outside funded partner agencies, and tracking the clients through the life of NCP to determine whether the work of NCP was successful.

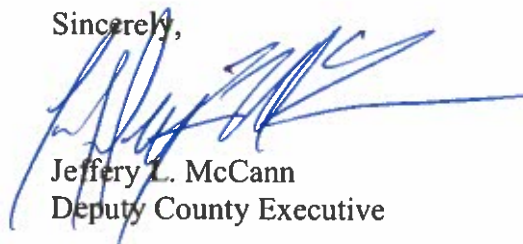
Legislator Vazquez Simmons/Legislator Barnhart Question 9:

Monroe County was not notified of and did not provide permission for any factoring or similar financing arrangement.

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We trust that today's response addresses the Legislature's questions regarding this issue. We remain committed to providing any further clarification that may be helpful.

Sincerely,



Jeffery L. McCann
Deputy County Executive

cc: All Members of the County Legislature