



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Elizabeth H. Tyler, AICP, City Planner/Director

**FROM:** Karen Rasmussen, Grants Coordinator  
Bob Grewe, AICP, Manager, Grants Management Division

**DATE:** February 11, 2004

**SUBJECT:** CDBG Public Service Funding as part of the  
Consolidated Social Service Funding Pool

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### **Description**

In its advisory function to the Urbana City Council, the Community Development Commission is charged with developing funding priorities for CDBG Public Service Funding.

### **Issues**

The issue is to develop funding priorities for the CDBG Public Service Funds.

### **Background**

In September 1996, the City of Urbana and Cunningham Township established a Consolidated Social Service Fund to provide grants to non-profit organizations sponsoring social services for Urbana residents. The consolidated fund combines City of Urbana general funds, Cunningham Township general funds, and City of Urbana Community Development Block Grant (CDBG) funds. Funds are granted to organizations by joint decision of the Urbana City Council and Cunningham Township Board. A single application process is administered by the City's Department of Community Development Services' Grants Management Division. Two offices monitor grants funded through the consolidated fund: the Grants Management Division for programs funded through CDBG, and the office of the Cunningham Township Supervisor for city- and township-funded programs.

The Consolidated Social Service Fund was utilized for the first time in development of the FY1997-1998 City/Township budgets. Prior to that time, funding of social service programs occurred through two separate processes, one for the CDBG program and one for City/Township funds. Social service grants were administered and monitored by three separate offices: The Grants Management Division for programs funded through CDBG, the office of the Chief Administrative Officer for programs funded with City General Funds, and the office of the Cunningham Township Supervisor for programs funded with township general funds.

Consolidated Social Service Fund applications for FY2004-2005 will be made available Monday, March 15, and will be due by 5 p.m., Friday, April 16. The City Council and the Township Board will meet jointly in mid-May to discuss funding requests and to make preliminary funding allocations. Grant allocations are formalized through approval of the City and Township budgets in June.

CDBG regulations require that allocation of CDBG funds for public services be consistent with needs identified by the City in its Consolidated Plan and Annual Action Plan. It is the role of the CD Commission to determine which of these needs should be addressed during the planned program year and to prioritize same by the most important to the community. In the past, focus has been on job-training, youth services, health care, crime awareness and assistance to the homeless population.

Last year (FY 2003-2004) CDC designated these priorities in the following order: youth, job-training, community facilities, special populations, seniors, and anti-crime. CDBG funding was provided to a recreational and educational program for low-income youth, to a job-training program for persons with special needs, and to an emergency shelter for youth.

## **Options**

The Commission has the option of determining funding priorities that are related to needs referenced in the Consolidated Plan. The following is a summary outline of needs referenced in the Consolidated Plan:

Homelessness	Anti-Poverty Strategy
Special Populations	Public Facilities
Affordable Housing	Infrastructure
Public Housing	Seniors
Lead Based Paint	Youth
Barriers to Affordable Housing	Anti-Crime
Fair Housing	Economic Development
Historic Preservation	

## **Fiscal Impacts**

The FY 2004-2005 Annual Action Plan is anticipated to provide \$20,000 in CDBG funding for use in the Consolidated Social Service Fund.

The fiscal impact is limited to determining the priority use for these funds.

## **Recommendations**

Staff is requesting CDC to establish priorities for CDBG funding for the Fiscal Year 2004-2005. In the past CDC has favored the same priority options; staff would recommend that CDC choose the same options as last year as this allows a great amount of flexibility and provides a range of funding possibilities.

**Memorandum Prepared By:**

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**And**

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