



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Libby Tyler, AICP, City Planner/Director

FROM: John Schneider, Manager, Grants Management Division

DATE: January 26, 2007

SUBJECT: Review of CDBG & NOG Grant Applications for FY2007-2008

Description

Included on the agenda for the January 30, 2007 meeting of the Community Development Commission is a review of the applications from agencies requesting Community Development Block Grant funding for FY2007-2008 and a summary of funding requests. The City of Urbana Grants Management Division has received three (3) Community Development Block Grant (CDBG) Applications and one (1) Neighborhood Organization Grant Application (NOG).

Issues

The issue before the Community Development Commission (CDC) is to review and evaluate the CDBG applications for FY 2007-2008 and provide recommendations for allocating CDBG funds for Fiscal Year 2007-2008. The recommendations for funding would then be placed in the Draft Annual Action Plan (AAP) for FY 2007-2008. After the thirty-day public review period of the Draft AAP, CDC will be presented the draft with changes. CDC will then be asked to forward the Draft AAP for FY 2007-2008 with a recommendation to the Urbana City Council.

Background

Applications for both CDBG & NOG grants became available on December 04, 2006 and were due to the City of Urbana by 4:00 P.M. on January 12, 2007. Applications requesting CDBG funding for FY2007-2008 for certain projects were submitted by the following three agencies: A Woman's Place, Disabled Citizens Foundation, and Urbana Park District. One NOG application, from the United Citizens And Neighbors, was submitted for consideration.

Following are summaries of the applications and projects submitted for approval and funding in the FY2007-2008 Annual Action Plan. The CDBG & NOG application summaries include the amount of funding requested, the score for each request, and a brief overview of the proposed project.

COMMUNITY DEVELOPMENT BLOCK GRANT

A Woman's Place

\$1,125.00

285 points

Funding is requested to be used towards the repair of windows located within the Shelter operated by A Woman's Place. Repairs needed are: Sash Roto Operator Assemblies, Screens/Frames, and Cranks & Covers.

Disabled Citizens Foundation

\$100,000

335 points

The request is for the expansion of DCF's Clark Road vocational training site, which will increase the building's production space by twenty percent (20%).

Urbana Park District

\$15,694.00

285 points

Funds are being requested to construct a water line and water access for planned community garden plots and program as a part of the Victory Park Re-Development Project. The project would add 250 feet of water service piping, two (2) installed code-approved fire hydrants, and a cap service line to allow for additional service/hydrants in the future.

Available CDBG Funding and Commitments:

Following is a breakdown of anticipated Community Development Block grant entitlement award and funding commitments already in place for FY 2007-2008 program year.

Anticipated Federal Grant	\$481,651.00
Administrative cap (20%)	\$96,330.00
Public Service cap (15%)	\$72,248.00
EG/AG	\$100,000.00
Senior Repair	\$20,000.00
Lakeside Terrace Re-Development	\$50,000.00
Harvey St. (street/sidewalks)	<u>\$75,000.00</u>
Balance remaining for other projects:	\$68,073.00

The breakdown is based on the anticipated FY2007-2008 Federal CDBG Grant amount of \$481,651. In accordance with HUD regulations, twenty percent of the CDBG funds can be allocated for administrative costs and fifteen percent can be used for Public Services which includes Transitional Housing and Neighborhood Clean-up programs. Traditional programs that

provide Emergency Repair and Access Grants (\$100,000) and Senior Repair assistance (\$20,000) are also included in the calculations in addition to funding of \$50,000 in CDBG earmarked by the Urbana City Council for the Lakeside Terrace Redevelopment. The total HOME & CDBG commitment is \$200,000 over two years for Lakeside. The Harvey Street & Sidewalk project was included in the five-year Consolidated Plan (2005-2009). CDBG funds for \$75,000 are budgeted in FY 2007-2008 for this project that has a total cost estimate of \$235,000. The balance of project funding is expected to be available from unobligated carryover funding which will be included in a future amendment to the FY06-07 Annual Action Plan.

This leaves a remaining balance of approximately \$68,073 of CDBG funds that can be used for public improvements and other City programs such as property acquisition and blight abatement. The total amount of CDBG funding requested in this year's grant application process is \$116,819 which exceeds the anticipated available funding by \$48,746.

NEIGHBORHOOD ORGANIZATION GRANT

United Citizens And Neighbors

\$2,500.00

UCAN is requesting \$2,500.00 to pay for printing, postage, and staff/consulting expenses. Sufficient funding is available in the Neighborhood Improvement Fund to be allocated for this NOG if approved.

Options

Staff is requesting that Community Development Commission provide recommendations regarding the projects to be included in the City of Urbana Draft Annual Action Plan for 2007-2008.

1. Select the grant applications that should be funded and indicate the amount of funding (whether full or partial) for each recommended project.
2. Do not approve any application for funding.

Fiscal Impacts

Over the past four years, the CDBG grant for the City of Urbana has been reduced a total amount of \$96,000. The total amount of CDBG funds allocated to the City for FY 2006-2007 was \$481,651. Staff anticipates that the grant amount will remain about the same for FY2007-2008. The decisions made by the CDC and the Urbana City Council will determine the budget allocations for both the CDBG & NOG grants.

Recommendations

Staff recommends funding the grant applications for A Woman's Place (\$1,125) and the Urbana Park District (\$15,694) in the full amount of the applications. Staff also recommends providing \$25,000 in CDBG funds for the Disabled Citizens Foundation project; the remaining funds would be available for allocation to City property acquisition/slum and blight removal programs.

Memorandum Prepared By:

**Kelly Hartford
Grants Coordinator
Grants Management Division**

Attachments:

A Woman's Place FY2007-2008 CDBG Grant Application
Disabled Citizens Foundation FY2007-2008 Grant Application
Urbana Park District FY2007-2008 CDBG Grant Application

United Citizens And Neighbors (UCAN) FY2007-2008 Neighborhood Organization Grant
(NOG) Application