



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Community Development Commission

FROM: John Schneider, Manager, Grants Management Division

DATE: January 25, 2008

SUBJECT: Review of CDBG Grant Applications for FY 2008-2009

Description

The City of Urbana Grants Management Division has received six Community Development Block Grant (CDBG) applications. Staff is requesting input and recommendations regarding these requests for CDBG funds for Fiscal Year 2008-2009.

Issues

The issue before the Community Development Commission (CDC) is to review and evaluate the CDBG applications for FY 2008-2009 public facility project funding. The recommendations for funding would then be placed in the Draft Annual Action Plan (AAP) for FY 2008-2009. After the thirty day public review period for the draft AAP, CDC would be presented the Draft and would forward a recommendation to the Urbana City Council.

Background

Applications for CDBG public facility grants became available on December 3, 2007 and were due to the City of Urbana by 4:00 P.M. on January 11, 2008. Applications requesting CDBG funding for FY 2008-2009 were submitted by the following five agencies: A Woman's Fund, Center for Women in Transition (2 applications), C-U Independence, Mental Health Center of Champaign County, and Partnership Accounts for Individual Development (PAID). Two CDBG applications were not eligible under this process (PAID and Mental Health Center), because they were requesting funding for activities that are not considered public facilities improvements. Both agencies have been encouraged to apply in March for the Consolidated Social Service Funding (CSSF).

The CDBG public facilities projects for the eligible applications that are proposed to be included in the FY 2008-2009 AAP are summarized below. The summaries include: the agency name; the amount of funding requested; the score of each request which is based on leveraging, project beneficiaries, and readiness to proceed with the project; and a brief overview of the proposed project. The maximum score an application can receive is 385 points.

COMMUNITY DEVELOPMENT BLOCK GRANT

A Woman's Fund

\$4,107.39

277.5 points

The requested funding would be used towards the repair of a chimney, site regrading, and sanding and refinishing the dining room floor, at the Shelter operated by A Woman's Place, located at 1304 East Main Street, Urbana.

Staff Recommended Funding Amount: \$4,107.39

Center for Women in Transition

\$22,336.00

257.6 points

The requested funding would be combined with other funding for renovation of the 1500 square foot duplex at 304 North Fifth Street, Champaign, to make the building into a single dwelling, habitable for four single homeless women. According to the project schedule, work is to begin sometime in March 2008, beginning with demolition. The total project cost is \$96,736. Center for Women in Transition has received donations totaling \$74,400 towards the project, leaving the requested balance of \$22,336.

Staff Recommended Funding Amount: \$11,000.00

Center for Women in Transition

\$15,500.00

253.2 points

The requested funding would be used for the installation of a new HVAC system at the Evans House (506 East Church Street, Champaign), which has no air-conditioning and a very old system for heating (water-based radiators). The total project cost is \$23,000; Center for Women in Transition has received a donation of \$7,500 towards the project, reducing the grant amount needed to \$15,500.

Staff Recommended Funding Amount: \$15,500.00

C-U Independence

\$72,000.00

227.5 points

The requested funding would be used to install an automatic fire sprinkler system at its supported living apartment building for individuals with developmental disabilities located at 610 East Kerr Avenue, Urbana. C-U Independence facilitates the work of Developmental Services Center (DSC) by providing residential alternatives and services to persons with developmental disabilities. Although DSC and C-U Independence are separate corporations with separate and distinct Boards of Directors, they work collectively towards the same overall mission. Per HUD requirements, C-U Independence owns the apartment building on Kerr Avenue and DSC provides the staffing. The CEO of DSC also serves on the Board of Directors for C-U Independence.

Staff Recommended Funding Amount: \$36,000.00

Following is a funding breakdown that shows the anticipated Federal Grant amount of \$460,603 and anticipated expenditures based on previous program allocations and expenditures. The Administrative Cap is 20% and the Public Service Cap is 15% (includes Transitional Housing and Neighborhood Cleanup). Funding is budgeted for the traditional housing repair programs in the following amounts: Emergency/Access Grants (\$80,000); Urbana Senior Repair Service (\$20,000); and Program Delivery (\$78,500).

PROJECTED CDBG BUDGET FOR FY 2008-2009

Anticipated Federal Grant	\$460,603.00
Administrative Cap (20%)	\$92,120.60
Public Service Cap (15%)	\$69,090.45
Emergency /Access Grants	\$80,000.00
Senior Repair	\$20,000.00
<u>Housing Programs Delivery</u>	<u>\$78,500.00</u>
Remaining Balance for other projects:	\$120,891.95

From the remaining balance, the total allocation made to the agencies requesting public facilities grants will be deducted. If the grants are funded at the staff recommended amounts, it would leave \$54,284.56 to be allocated to the Kerr Avenue project and other City of Urbana infrastructure projects designated in the Consolidated Plan.

Funds committed in previous years’ Annual Action Plans will be listed as Carryover projects and will be included in the AAP budget. These projects include: Lakeside Terrace Redevelopment for \$100,000 (total HOME & CDBG commitment of \$200,000 over two years), Harvey Street Sidewalks totaling approximately \$241,057; Clearance of Slum/Blight totaling approximately \$42,856, and Property Acquisition totaling approximately \$17,363. Funding remaining after completion of projects from previous years will be reprogrammed for neighborhood projects such as acquisition and maintenance of property, and slum and blight abatement.

Options

Staff is requesting that Community Development Commission provide input regarding the grant applications to be included in the City of Urbana Draft Annual Action Plan for FY 2008-2009. The CDC may:

1. Approve funding of all grant applications in the amounts submitted.
2. Approved the funding of the grant applications in the amounts recommended by staff.
3. Select the grant applications to be funded and indicate the amount of funding (whether full or partial) for each project.
4. Decide not to approve any application for funding.

Fiscal Impacts

This year the federal CDBG grant allocation is \$460,603, which is 3.6% lower than last year’s allocation of \$478,079. Over the past four years, the CDBG grant for the City of Urbana has been reduced each year. If funding had remained at the same level as the FY 2004-2005 grant amount of \$577,000 over the same four-year period, the City would have received a total of approximately

\$353,000 more in CDBG funds. The decisions made by the CDC and the Urbana City Council will determine the budget allocations for the CDBG grants.

Recommendations

Staff recommends funding the public facilities grant requests for the three agencies as follows:

A Woman's Fund	\$4,107.39
Center for Women in Transition	
Single Women's Transitional Housing renovation	\$11,000.00
HVAC installation	\$15,500.00
C-U Independence	<u>\$36,000.00</u>
	Total
	\$66,607.39

The staff recommendations are based on the overall needs of the community as described in the Consolidated Plan and the current needs of the agencies. The C-U Independence Center has five years to retrofit the sprinkler system in order to be in compliance with City codes. The Center for Women in Transition Single Women's Transitional Housing renovation project is for a facility that is not yet operational. However, the requests for A Woman's Fund and Center for Women in Transition HVAC projects are of a more urgently needed nature, and as such, are recommended for full funding.

Memorandum Prepared By:

Kelly Hartford
Grants Coordinator
Grants Management Division

Attachments:

A Woman's Fund FY 2008-2009 CDBG Grant Application
Center for Women in Transition FY 2008-2009 Grant Applications (2)
C-U Independence FY 2008-2009 CDBG Grant Application