



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: John A. Schneider, Manager, Grants Management Division

DATE: June 20, 2008

SUBJECT: **Consolidated Social Service Funding Pool CDBG Subrecipient Agreements for FY 2008-2009**

Description

Included on the agenda of the June 24, 2008 Community Development Commission meeting are agreements for activities to be undertaken by not-for-profit agencies and organizations using Community Development Block Grant (CDBG) funds for Public Service activities during the fiscal year beginning July 1, 2008 and ending June 30, 2009. The proposed agreements are with the following three agencies that were approved as part of the Consolidated Social Service Funding process: Greater Community AIDS Project (GCAP), Family Service of Champaign County – HomeCare, and Mental Health Center of Champaign County – Roundhouse Youth Shelter.

Issues

The issue is whether the Community Development Commission should forward the ordinances approving the agreements to the Urbana City Council with a recommendation for approval.

Background

In September 1996, the City of Urbana and Cunningham Township established a Consolidated Social Service Fund (CSSF) to provide grants to non-profit organizations that sponsor social services for Urbana residents. The consolidated fund combines City of Urbana general funds, Cunningham Township general funds, and City of Urbana 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 Grants Management Division of the City's Department of Community Development Services. Two offices monitor grants funded through the consolidated fund. The City of Urbana Grants Management Division monitors programs funded through CDBG, and the Office of the Cunningham Township Supervisor monitors city- and township-funded programs. The CSSF applications for FY 2008-2009 were made available Monday, March 10, 2008. The deadline for submission of completed applications was 4:00 p.m. Friday, April 11, 2008.

Federal regulations require that CDBG funds allocated for public services be consistent with needs identified by the City in its Consolidated Plan and Annual Action Plan. At its March 25, 2008 meeting, the Community Development Commission selected specific priorities to be used when considering agencies for funding with CDBG Public Service funding. The priorities identified are: *1) Seniors/Youth, 2) Homelessness, and 3) Special (Needs) Population.*

Three of the agencies that were approved for CSSF grant funds meet at least one of the priorities set by CDC. Following is a list that provides the name of each agency and the applicable selected priority for the CDBG Public Service funding:

1. FAMILY SERVICE OF CHAMPAIGN COUNTY – HOMECARE, PROJECT NO. 0809-CSSP-01
Priority 1) Seniors/Youth
2. GREATER COMMUNITY AIDS PROJECT (GCAP), PROJECT NO. 0809-CSSP-02
Priority 3) Special (Needs) Population
3. MENTAL HEALTH CENTER OF CHAMPAIGN COUNTY – ROUNDHOUSE YOUTH SHELTER, PROJECT NO. 0809-CSSP-03
Priority 1) Seniors/Youth and 2) Homelessness

The proposed agreements include provisions required by HUD and the City of Urbana.

Options

1. Forward the ordinances approving the CSSF CDBG agreements with Family Service of Champaign County, Greater Community Aids Project, and Mental Health Center of Champaign County to Urbana City Council with a recommendation for approval.
2. Forward the Agreements, with amendments, to Urbana City Council with a recommendation for approval.
3. Do not make a recommendation to Urbana City Council for approval of the agreements.

Fiscal Impacts

There is no impact to the City budget because the \$12,500 in CDBG funding for the Consolidated Social Service Funding is included in the City of Urbana and Urbana HOME Consortium FY 2008-2009 Annual Action Plan. The CDBG funding is to be combined with City of Urbana and Cunningham Township for Consolidated Social Service Funding grants.

Forwarding the agreements to City Council within a reasonable period of time will allow for the timely expenditure of CDBG funds as required by HUD.

Recommendations

Staff recommends that the Community Development Commission forward the ordinances approving the grant agreements to the Urbana City Council with a recommendation for approval.

Memorandum Prepared By:

Kelly Hartford
Grants Coordinator
Grants Management Division

Attachments:

An Ordinance Approving a Community Development Block Grant Agreement
(Family Service of Champaign County – HomeCare, Project No. 0809-CSSP-01)

City of Urbana Community Development Block Grant Agreement
Family Service of Champaign County – HomeCare
Project No. 0809-CSSP-01

An Ordinance Approving a Community Development Block Grant Agreement
(Greater Community AIDS Project (GCAP), Project No. 0809-CSSP-02)

City of Urbana Community Development Block Grant Agreement
Greater Community AIDS Project (GCAP)
Project No. 0809-CSSP-02

An Ordinance Approving a Community Development Block Grant Agreement
(Mental Health Center of Champaign County – Roundhouse Youth Shelter, Project No. 0809-CSSP-03)

City of Urbana Community Development Block Grant Agreement
Mental Health Center of Champaign County – Roundhouse Youth Shelter
Project No. 0809-CSSP-03