



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Kelly H. Mierkowski, Manager, Grants Management Division
DATE: July 23, 2015
SUBJECT: Staff Briefing

Updates, activities and accomplishments since June 23, 2015:

Department of Housing and Urban Development (HUD) Activity

- ❑ Manager attended Environmental Review training in Indianapolis, IN (June 29 – July 1, 2015)

Overview of Major Grants Management Division Activities & Accomplishments

❑ **Grants Management Division Manager**

- **Community Development Block Grant (CDBG)**
 - ◆ Closing out old activities in IDIS.
 - ◆ Processing payouts, completing drawdowns for CDBG activities.
 - ◆ Receiving final reports from subrecipients for FY 1415.
- **Emergency Solutions Grant (ESG)**
 - ◆ Received Notice from IL DHS that FY 2015 ESG grant renewal application submitted in May 2015 was approved.
 - ◆ Working on final payouts to agencies and final grant reporting to IL DHS.
 - ◆ Working on submitting FY 1516 Budget for IL DHS grants system.
- **HOME Program**
 - ◆ Working on continued response to HUD regarding ConPlan and AAP
 - ◆ Facilitated HOME Technical Committee meeting.
 - ◆ Continuing to monitor grant budgets for FY 2014-2015 and FY 2015-2016; review and update as needed.
 - ◆ Commitment Deadline met
- **Supportive Housing Program/Homeless Families in Transition**
 - ◆ Submitted signed grant agreement to HUD;
 - ◆ Subrecipient agreement taken to Council and approved.
- **Other**
 - ◆ Working with Federal Home Loan Bank of Chicago (FHLBC) regarding final clarifications for disbursement of funds.
 - ◆ Working with Finance Dept. on final items for FY 1314 Audit; will begin gathering process for FY 1415 Audit
 - ◆ Working with Finance Dept. on CDBG reporting to HUD
 - ◆ Beginning work on CAPER report to HUD; due in September.

□ **Community Development Associate:**

- **Consolidated Social Service Funding (CSSF):**
 - ◆ Notified Subrecipients of awards and funding amounts for FY1516 CSSF funding
- **Community Development Block Grant (CDBG)**
 - ◆ Managing utility payments at Transitional Housing properties
 - ◆ Working on refurbishing TH units, with Manager and Rehab Coordinator
 - ◆ Drafting agreements for CDBG CSSF subrecipients
- **HOME Program**
 - ◆ Processing TBRA requests from subrecipients
 - ◆ Helping to finalize the HOME portion of the Consolidated Plan and respond to feedback from HUD representatives
- **Other**
 - ◆ Completing environmental review records (ERRs) for HUD-assisted projects
 - ◆ Miscellaneous Grants Management assistance

□ **Housing Rehabilitation Coordinator**

- **FY 14-15 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 5 applications, 3 complete, 2 still in progress.
 - ◆ Senior Repair Service Projects to date: 14 application have been taken, 11 are complete, 3 still in progress.
- **FY 14-15**
 - ◆ Property acquisition of 1306 ½ W Dublin complete, scheduling inspections and demolition process
 - ◆ Barnes Mobile Home Park – 9 out of the 9 residents have been relocated, relocation complete pending final payment
- **FY 15-16 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 1 application approved out for bid.
 - ◆ Senior Repair Service Projects to date: 2 application have been taken.
 - ◆ Whole House Rehabilitation Projects to date: 3 applications approved,
 - ◆ 1306 ½ W Dublin demo out for bid
 - ◆ Blight Production Program (BRP) & Illinois Attorney General’s Grant - will work with Habitat for Humanity on these programs.

□ **OTHER GRANTS MANAGEMENT DIVISION ACTIVITIES**

Staff attended regular meetings of the Continuum of Care & CoC Executive Committee, Council of Service Providers to the Homeless, Housing Authority of Champaign Co. (HACC) Board of Commissioners, Senior Task Force, and Community Reinvestment Group (CRG).