



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Laurel Lunt Prussing, Mayor

FROM: Elizabeth H. Tyler, AICP, Director, Community Development Services

DATE: July 5, 2007

SUBJECT: **Consolidated Social Service Funding Pool CDBG Subrecipient Agreements for FY 2007-2008**
Crisis Nursery
Francis Nelson Health Services
Mental Health Center of Champaign County
Persons Assuming Control of Their Environment (Pace, Inc.)

Description

Included on the agenda of the July 9, 2007 Urbana City Council meeting are ordinances to approve agreements for activities to be undertaken by not-for-profit agencies and organizations using CDBG funds for Public Service activities during the fiscal year beginning July 1, 2007 and ending June 30, 2008. The proposed agreements are with agencies that participated in the Consolidated Social Services Funding Pool and include Crisis Nursery, Frances Nelson Health Services, Mental Health Center of Champaign County and Persons Assuming Control of their Environment (PACE, Inc.).

Issues

The issue is whether the Urbana City Council should approve the ordinances authorizing the execution of the CDBG subrecipient agreements.

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 Grants Management Division for programs funded through CDBG,

and the office of the Cunningham Township Supervisor for city- and township-funded programs. The CSSF applications for FY 2007-2008 were made available Monday, March 12, 2007. The deadline for submission of completed applications was 4:00 p.m. Friday, April 13, 2007.

The City of Urbana Annual Action Plan for Fiscal Year 2007-2008 allocated \$16,500 of CDBG Public Services funding for Consolidated Social Service grants. Federal regulations require CDBG funds allocated for public services to be consistent with needs identified by the City in its Consolidated Plan and Annual Action Plan. At its March 27, 2007 meeting, the Community Development Commission (CDC) selected specific priorities to be used when considering agencies for funding from the CDBG Public Service allocation. The priorities that the CDC identified are: 1) *Affordable Housing*, 2) *Special Populations*, 3) *Seniors/Youth*, 4) *Services & Training for Low- and Moderate-Income Persons*, 5) *Homelessness*, and 6) *Community Facilities*.

The programs proposed by four agencies meet at least one of the priorities set by CDC. Following is a list that provides the name of each agency, the amount to be funded and the funding source(s), and the applicable selected priority for the CDBG Public Service funding:

1. CRISIS NURSERY, PROJECT NO. 0708-CSSP-01
\$16,500.00 (\$3,500 CDBG; \$13,000 Cunningham Township)
Priority 2) Special Population
2. FRANCES NELSON HEALTH SERVICES, PROJECT NO. 0708-CSSP-02
\$11,000.00 (\$3,500 CDBG; \$7,500 City of Urbana)
Priority 4) Service and Training for Low- and Moderate Income Persons
3. MENTAL HEALTH CENTER OF CHAMPAIGN COUNTY
HOMELESS YOUTH PROGRAM, PROJECT NO. 0708-CSSP-03
\$9,000.00 (\$4,500 CDBG; \$4,500 City of Urbana)
Priority 3) Seniors/Youth and 5) Homelessness
4. PERSONS ASSUMING CONTROL of their ENVIRONMENT (PACE, INC.)
URBANA HOUSING EDUCATION & ADVOCACY, PROJECT NO. 0708-CSSP-04
\$5,000.00 (\$5,000 CDBG)
Priority 1) Affordable Housing, 2) Special Populations

The Community Development Commission reviewed the agreements at its June 26, 2007 and voted unanimously to forward the agreements to the Urbana City Council with a recommendation for approval.

Options

1. Approve the Ordinances and Agreements as written.
2. Approve the Ordinances and Agreements, with amendments.
3. Do not to approve the Ordinances and Agreements.

Fiscal Impacts

There is no impact to the City budget because the \$16,500 in CDBG funding for the Consolidated Social Service Funding is included in the City of Urbana and Urbana HOME Consortium FY 2007-2008 Annual Action Plan. The CDBG funding is to be combined with City of Urbana and Cunningham Township for Consolidated Social Service Grants. Failure to forward approve the agreements within a reasonable period of time can delay projects and impact the timely expenditure of CDBG funds.

Recommendations

The Community Development Commission and staff recommend that the Urbana City Council approve the grant agreements.

Memorandum Prepared By:

Kelly Hartford
Grants Coordinator
Grants Management Division

Attachments:

- (1) An Ordinance Approving a Community Development Block Grant Subrecipient Agreement (Crisis Nursery, Project No. 0708-CSSP-01)
- (2) City of Urbana Community Development Block Grant Subrecipient Agreement (Crisis Nursery – Project No. 0708-CSSP-01)
- (3) An Ordinance Approving a Community Development Block Grant Subrecipient Agreement (Frances Nelson Health Center, Project No. 0708-CSSP-02)
- (4) City of Urbana Community Development Block Grant Subrecipient Agreement (Frances Nelson Health Center - Project No. 0708-CSSP-02)
- (5) An Ordinance Approving a Community Development Block Grant Subrecipient Agreement (Mental Health Center of Champaign County - Homeless Youth Program, Project No. 0708-CSSP-03)

- (6) City of Urbana Community Development Block Grant Subrecipient Agreement (Mental Health Center of Champaign County - Homeless Youth Program – Project No. 0708-CSSP-03)
- (7) An Ordinance Approving a Community Development Block Grant Subrecipient Agreement (Persons Assuming Control of their Environment (PACE, INC.), Project No. 0708-CSSP-04)
- (8) City of Urbana Community Development Block Grant Subrecipient Agreement (Persons Assuming Control of their Environment (PACE, INC.) Project No. 0708-CSSP-04)