



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Kelly H. Mierkowski, Manager, Grants Management Division
DATE: August 26, 2014
SUBJECT: Staff Briefing

Updates, activities and accomplishments since July 22, 2014:

Department of Housing and Urban Development (HUD) Activity

- Received Authority to Use Grant Funds from HUD, waiting on funds in IDIS.

Overview of Major Grants Management Division Activities & Accomplishments

- **GMD Manager:**
 - **CDBG:**
 - ◆ Updating and closing out activities in IDIS.
 - **Supportive Housing Program/Homeless Families in Transition**
 - ◆ Working on payouts for grant
 - **Emergency Solutions Grant**
 - ◆ Working on grant application for next round of funding.
 - ◆ Processing payouts.
 - **Continuum of Care/Council of Service Providers to the Homeless**
 - ◆ The next monthly meeting for CoC and CSPH is scheduled for September 2, 2014.
 - ◆ Preparing for next NOFA round of funding.
 - **Other**
 - ◆ Processing FY 1415 CSSF contracts for City-Funded grant allocations.
 - ◆ Working on FY 1314 Consolidated Annual Performance and Evaluation Report
 - ◆ Working with Finance on budget re carryovers/encumbrances & audit

□ **HOME Program - Grant Coordinator**

• **HOME**

- ◆ Submitted Environmental Review Report to HUD for Urbana Townhomes/Aspen Court potential redevelopment project.
- ◆ Processing four Urbana Dream downpayment assistance applications – one is expected to close the week of August 25, 2014.
- ◆ Provided information regarding annual audit as requested by Finance Department
- ◆ Set up and closed out various activities for the City of Champaign in the federal Integrated Disbursements and Information System (IDIS).
- ◆ Drew down federal funds to reimburse eligible expenses related to HOME program activities
- ◆ Drafted Homebuyer Program agreement now required by HUD for use with all downpayment activities funded by HOME Program allocations.

□ **Housing Rehabilitation Coordinator**

- ◆ Emergency Grant /Access Grant projects to date: No applications
- ◆ Senior Repair Service Projects to date: 4 applications pending.
- ◆ Whole House Rehabilitation Projects to date: currently no approved applicants.

- **FY 13-14 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 11 applications have been taken, 10 projects completed, 1 still in progress.
 - ◆ Senior Repair Service Projects to date: 15 applications have been taken and are complete.
 - ◆ Whole House Rehabilitation Projects to date: 6 applications have been taken and approved; 4 are complete and 2 are in progress.

- **FY 14-15 Rehab Projects**
 - ◆ Currently taking applications for participation in the Whole House Rehabilitation Program.
 - ◆ In process of closing last fiscal year projects and processing new applicants for new fiscal year projects pending release of funds.
 - ◆ Coordinating efforts with Building Safety and other City Departments for the demolition of the Urbana Townhomes bids have been received demo pending environmental review process.
 - ◆ Completed bid proposals for demolition of 301 Thompson and bids received, demo pending permit.
 - ◆ Coordinating efforts for Barnes Mobile Home Park resident relocation.
 - ◆ Monitoring TH Rehab project.

□ **OTHER GRANTS MANAGEMENT DIVISION ACTIVITIES**

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