



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

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

Updates, activities and accomplishments since August 26, 2014:

Department of Housing and Urban Development (HUD) Activity

- ❑ Received letter re SHP Annual Performance Report (APR) stating program is meeting requirements of CoC program and goals set out in original NOFA application.
- ❑ Received approval letter from HUD Chicago Field Office stating Request for Waiver of Environmental Review Procedures.
- ❑ Received Program Year-End Review Letter for Program Year 2013 for Urbana Consortium/City of Urbana re review of CAPER.
- ❑ Received letter from HUD HQ/Washington DC re Request for Waiver of 24 CFR Part 58.22(a).

Overview of Major Grants Management Division Activities & Accomplishments

- ❑ **GMD Manager:**
 - **CDBG:**
 - ◆ Setting up new activities and activity numbers in IDIS; closing out old activities.
 - ◆ Processing payouts and completing drawdowns for CDBG activities.
 - ◆ Reviewing Subrecipient reports submitted on Quarterly basis.
 - **Supportive Housing Program/Homeless Families in Transition**
 - ◆ Worked on payouts for grant from subrecipients.
 - ◆ Applied through Continuum of Care for renewal of grant in NOFA 14.
 - ◆ Worked on registration into new eLOCCS system for disbursements.
 - **Emergency Solutions Grant**
 - ◆ Worked on grant application for next round of funding; grant approved.
 - ◆ Continued processing payouts.
 - ◆ Submitted client and financial reports for both FY 2013 and FY 2013 grants.
 - ◆ Completed drawdowns to DCEO and DHS.
 - **Continuum of Care/Council of Service Providers to the Homeless**
 - ◆ The next monthly meeting for CoC and CSPH is scheduled for February 3, 2015.
 - **Other**
 - ◆ Processed FY 1415 CSSF contracts for City-Funded grant allocations; working with Planning Intern re payments.

- ◆ Submitted FY 1314 Consolidated Annual Performance and Evaluation Report (CAPER); submitted additional information to HUD as requested.
- ◆ Worked with Finance on CDBG, SHP, ESG budgets re carryovers, encumbrances, and audit.
- ◆ Submitted report and disbursement request to FHLBC (Federal Home Loan Bank of Chicago) for rehabilitation of two TH units.
- ◆ Began FYs 2015-2019 Con Plan & FY 2015-2016 AAP process – public hearings, etc.
- ◆ Blight Reduction Program grant application submitted to IHDA in December 2014.

□ **OTHER GRANTS MANAGEMENT DIVISION ACTIVITIES**

- ◆ Hired new staff person, Rachel Buchler, as Community Development Associate for CDBG, SHP, & ESG grants
- ◆ 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.

□ **HOME Program - Grant Coordinator**

• **HOME**

- ◆ Wrapping up environmental review record for Housing Authority of Champaign County development in Gifford, IL.
- ◆ Completed 9 Urbana Dream Downpayment Assistance grant awards. Closing out data with the Federal Home Loan Bank of Chicago.
- ◆ Closed out remaining FY 2013-2014 drawdowns in the federal accounting system.
- ◆ Met with Brinshore and Homestead Corporation of Champaign-Urbana to discuss Kerr Avenue development.
- ◆ Provided year-end audit information requested by current and former grant award subrecipients.
- ◆ Set up and closed out various activities for the City of Champaign in the federal Integrated Disbursements and Information System (IDIS).
- ◆ Executed grant agreements for the City of Champaign, County, and Courage Connection.
- ◆ Attended Habitat closing for 1107 W Hill Street.
- ◆ Facilitated at the King School Neighborhood CleanUp site for another successful season.
- ◆ Attended 3-day “Basically CDBG” training in Indianapolis.

□ **Housing Rehabilitation Coordinator**

• **FY 14-15 Rehab Projects**

- ◆ Emergency Grant /Access Grant projects to date: 2 applications approved and complete
- ◆ Senior Repair Service Projects to date: 9 application have been taken 7 are complete 2 in progress.
- ◆ Whole House Rehabilitation Projects to date: 3 applications approved, 2 in progress and 1 pending inspections. Currently taking applications for participation in the Whole House Rehabilitation Program.

- **FY 13-14 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 10 applications approved and complete.
 - ◆ Senior Repair Service Projects to date: 15 applications approved and complete.
 - ◆ Whole House Rehabilitation Projects to date: 6 applications approved; 6 are complete but 2 pending Certificate of Occupancy.

- **FY 14-15**
 - ◆ 301 Thompson demolition complete, property deeded to Habitat for Humanity and construction of 2 new homes in progress
 - ◆ Barnes Mobile Home Park - coordinating efforts with residents, helping with relocation.
 - ◆ Fall 2014 Neighborhood Cleanup Summary totals:

	Total Properties*	Properties In CT 53	Properties In CT 54	Properties In CT 55	Properties In CT 56	30YD metal Recycle container	Tons of Junk
King	63	57	4	2	0	1 Metal	8.69 Ton
Dart	120	2	9	87	22	1 Metal	14.72 Ton
Totals	183	59	13	89	22	2 Metal	23.41 Ton

* Does not include elderly/disabled pick-ups.

Elderly/Disabled Pick-Up

	Number of Pick-Ups
CT53	27
CT54	4
CT55	7
CT56	4
TOTALS	42
	4.98Ton

Area Disposal	23.41 Ton @ \$198.50 per ton	= \$4,646.90
	2-(30Yd Metal Dumpsters @ 125.00ea.)	= \$250.00
	<u>Senior pickup 42 residents 4.98Ton @ \$225.00 per ton</u>	<u>= \$1,120.50</u>
		\$6,017.40