



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Elizabeth H. Tyler, FAICP, Community Development Director  
**FROM:** Kelly H. Mierkowski, Manager, Grants Management Division  
**DATE:** March 20, 2015  
**SUBJECT:** **CDBG Public Service Funding Priorities as part of the Consolidated Social Service Funding Pool (FY 2015-2016)**

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### **Description**

In its advisory capacity to the Urbana City Council, one of the responsibilities of the Community Development Commission (CDC) is to develop priorities for the Community Development Block Grant (CDBG) funding portion of the City's Consolidated Social Service Funding Pool.

### **Issues**

The issue is for the Community Development Commission to identify priorities for allocation of the CDBG Public Service Funds included in the FY 2015-2016 Annual Action Plan (AAP).

### **Background**

In September 1996, the City of Urbana and Cunningham Township established a Consolidated Social Service Funding (CSSF) Pool to provide grants to non-profit organizations that sponsor social services for Urbana residents. The consolidated fund combines funds from the following sources: City of Urbana general funds, Cunningham Township funds, and City of Urbana CDBG funds.

This year, an estimated amount of \$5,000 in CDBG funding has been budgeted in the CSSF pool, which is the same as the \$5,000 allocated last fiscal year (FY 2014-2015). The total combined pool allocation available for FY 2014-2015 was \$300,000, with the CDBG allocation of \$5,000. For this year, the City of Urbana general fund allocation and Cunningham Township funding will be determined at a later date. It is anticipated that the total pool of funds available to be allocated through the CSSF process will be less than \$300,000 available for FY 2014-2015.

The Grants Management Division of the City's Department of Community Development Services administers a single application process, and funds are granted to non-profit organizations by joint decision of the Urbana City Council and the Cunningham Township Board. All grants that are awarded through the consolidated funding pool are monitored throughout the year for eligibility of disbursements and compliance. Together, the Grants Management Division and the Cunningham Township Supervisor's Office have monitored the grants funded with city general funds. The Grants Management Division monitors all programs funded through CDBG, and the Cunningham Township Supervisor's Office monitors all grants funded with Township funds.

The Consolidated Social Service Funding applications for FY 2015-2016 were made available Monday, March 9, 2015. The deadline for submission of completed applications is by 4:00 p.m. on Thursday, April 9, 2015. Grant allocations will be formalized through approval of the City and Township budgets in June 2015.

Federal regulations require that use of CDBG funds allocated for public services be consistent with needs identified by the City in its Consolidated Plan and Annual Action Plan. It is the role of the CDC to determine which of these needs should be addressed during the planned program year and to prioritize the same by importance to the community. Last year, the CDC designated the priorities in the following order beginning with highest importance: (1) Youth & Seniors, (2) Homelessness, and (3) Special (Needs) Populations.

In order to address these priorities, in FY 2014-2015 CDBG public service funding was provided to the following agencies: Community Elements/Roundhouse Youth Shelter (Youth & Homelessness), and Courage Connection/Domestic Violence Services [Special (Needs) Population].

## **Options**

The CDC may determine funding priorities for public services to be funded with CDBG that are related to the following needs referenced in the 2010-2014 Consolidated Plan, as the needs are still being identified in the 2015-2019 Consolidated Plan:

Affordable Housing	Lead-Based Paint	Infrastructure
Public Housing	Seniors/Youth	Special (Needs) Populations
Homelessness	Services & Training for Low- & Moderate-Income Persons	

Of the priorities above, Affordable Housing, Lead-Based Paint, Infrastructure, and Public Housing activities are also addressed through other CDBG and HOME funded programs.

## **Fiscal Impacts**

The estimated \$5,000 in CDBG CSSF funding is included in the proposed City of Urbana and Urbana HOME Consortium FY 2015-2016 AAP. These funds will be combined with City of Urbana general funds and Cunningham Township funds for Consolidated Social Service Funding Pool grants.

## **Recommendations**

Staff recommends that the Community Development Commission choose the following options for funding priorities: Youth/Seniors, Homelessness, and Special (Needs) Populations, because they provide for a larger range of funding possibilities.

**Memorandum Prepared By:**

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**Kelly H. Mierkowski, Manager  
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