



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Kelly H. Mierkowski, Manager, Grants Management Division
DATE: February 19, 2016
SUBJECT: Staff Briefing

Updates, activities and accomplishments since December 22, 2015:

Department of Housing and Urban Development (HUD) Activity

- Received notice from HUD regarding FY 1617 CDBG and HOME allocations
- Submitted CAPER Review Response in January, awaiting approval from HUD
- Awaiting approval of HUD HOME Monitoring Response submission

Overview of Major Grants Management Division Activities & Accomplishments

◆ **Grants Management Division Manager**

◆ **Other**

- ◆ Working on process for FY 1617 Annual Action Plan and for amending FY 1415 & FY 1516 Annual Action Plans
- ◆ Working on HOME Commitments and CDBG Timeliness issues
- ◆ Working on recon of FY1415 and FY1516 grants funds with CD Associate.
- ◆ Continuing to monitor budgets for all grants for FY 1415 and FY 1516; review and update as needed.
- ◆ Working on Desk Monitoring of all grant subrecipients/ subgrantees; will be sending letters out requesting information

● **Community Development Block Grant (CDBG)**

- ◆ Ensuring CDBG CSSF payouts are completed by CD Coordinator/CD Associate
- ◆ Working with TH clients on goals

● **Emergency Solutions Grant (ESG)**

- ◆ Working with CD Coordinator on grant reporting to IL Dept. of Human Services (DHS)
- ◆ Working with Champaign County Continuum of Care in disbursing street outreach funds reserved for new Centralized Intake process.

● **HOME Program**

- ◆ Continuing to monitor HOME grant budget for FY 14-15 and FY 15-16; review and update as needed.

● **Supportive Housing Program (SHP) - Homeless Families in Transition**

- ◆ Working with CD Specialist/CD Associate on payouts to agencies

◆ **Community Development Coordinator:**

- **Community Development Block Grant (CDBG)**
 - ◆ Managing the CDBG-funded portion of the Consolidated Social Service Fund
- **Consolidated Social Service Funding (CSSF):**
 - ◆ Working with Subrecipients of awards to disburse FY 1516 CSSF funding
 - ◆ Working on process for FY 1617 CSSF applications
- **HOME Program**
 - ◆ Processing funding requests from subrecipients
 - ◆ Processing Community Housing Development Organization certification requests
 - ◆ Administered the final project for the Urbana Dream Down Payment Assistance Program
 - ◆ Working with subrecipients to reconcile the amount of funds available for disbursement
- **Supportive Housing Program**
 - ◆ Processing payment requests for subrecipient agencies
- **Blight Reduction Program**
 - ◆ Assisting in the operation and administration of the Blight Reduction Program with Habitat for Humanity
- **Other**
 - ◆ Completing environmental review records (ERRs) for HUD-assisted projects
 - ◆ Miscellaneous Grants Management assistance

□ **Housing Rehabilitation Coordinator**

- **FY 15-16 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 7 applications, 6 approved, 5 complete, 1 under contract 1 in review
 - ◆ Senior Repair Service Projects to date: 10 application have been approved, 8 complete, 2 in progress.
 - ◆ Whole House Rehabilitation Projects to date: 7 applications approved, 1 declined, 2 complete, 4 under contract in progress.
 - ◆ Blight Production Program (BRP) & Illinois Attorney General's Grant: working with Building Safety and Habitat for Humanity on these programs.

□ **OTHER GRANTS MANAGEMENT DIVISION ACTIVITIES**

Staff attended regular meetings of the Champaign County Continuum of Care (CoC) & CoC Executive Committee, Council of Service Providers to the Homeless, Housing Authority of Champaign Co. (HACC) Board of Commissioners, Senior Task Force, Community Reinvestment Group (CRG), HOME Technical Committee, and the 2016 Regional Neighborhood Network Conference (RNNC) Planning Committee/Program Subcommittee.