



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

**TO:** Community Development Commission Members  
**FROM:** Kelly H. Mierkowski, Manager, Grants Management Division  
**DATE:** March 18, 2016  
**SUBJECT:** Staff Briefing

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*Updates, activities and accomplishments since February 22, 2016:*

**Department of Housing and Urban Development (HUD) Activity**

- ❑ Received HUD HOME Monitoring Response to latest submission, HUD has asked for additional information to be provided, which was sent March 11, 2016.

**Overview of Major Grants Management Division Activities & Accomplishments**

◆ **Grants Management Division Manager**

◆ **Other**

- ◆ Working on process for FY 1617 Annual Action Plan
- ◆ 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 soon 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 Champaign County Continuum of Care (CoC) regarding funds reserved for new Centralized Intake process.
- ◆ Beginning process for renewal of grant through Champaign County CoC

● **HOME Program**

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

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

- ◆ Working with CD Specialist/CD Associate on payouts to agencies
- ◆ Awaiting news regarding funding from HUD

◆ **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
  - ◆ 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, 7 approved 6 complete 1 under contract
  - ◆ Senior Repair Service Projects to date: 10 application have been approved 7 complete 3 in progress.
  - ◆ Whole House Rehabilitation Projects to date: 7 applications approved, 1 declined, 4 complete, 2 under contract in progress.
  - ◆ Blight Production Program (BRP) & Illinois Attorney General's Grant – working with Building Safety and Habitat for Humanity on these programs.
  - ◆ Habitats Attorney General Revitalization Program – Coordinating work with Habitat on this.

□ **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.