



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

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

**TO:** Mayor Diane Wolfe Marlin and Urbana City Council Members

**FROM:** Lorrie Pearson, AICP, Community Development Services Director  
Alyssa Jaje, Community Development Specialist

**DATE:** August 20, 2020

**SUBJECT: RECOMMENDATIONS FOR THE CONSOLIDATED SOCIAL SERVICE FUND FY 20-21**

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#### **Introduction**

This memorandum is to provide funding recommendations to the Urbana City Council and Cunningham Township Board for social services agencies who have applied to the Consolidated Social Service Fund (CSSF). CSSF combines funds from three sources: City of Urbana general funds, Cunningham Township funds, and City of Urbana Community Development Block Grant (CDBG) funds. Grants are awarded to agencies following a fair application process and review process, and Council and Town Board approval. The CSSF Committee provides technical assistance for applicants and reviewed all submissions before making funding recommendations. The Committee consists of Sheila Dodd and Alyssa Jaje from the City of Urbana, Danielle Chynoweth from Cunningham Township, and Council member Maryalice Wu.

#### **Discussion**

Requests to fund 31 programs were received for the FY20-21 CSSF program. Applications were due February 28, 2020, at 4:00 pm via email. Initially, City and Township staff intended to bring funding allocations to the Committee of the Whole in mid-April and make funding available to agencies July 1, 2020. However, the COVID-19 pandemic caused delays in the review process. On May 26, 2020, City Council and Town Board approved postponing funding decisions to allow agencies time to update their program descriptions. At this meeting three agencies were approved for funding as they provided necessary services to low-income residents in the midst of the pandemic. Those agencies were Health Care Consumers, Sola Gratia, and Wesley Food Pantry.

Four agencies provided updates to their programs due to changes resulting from COVID-19. Agencies denied for funding had incomplete applications, were part of a taxing body, or not did meet immediate needs of low-income residents. Most programs were still operational, despite the pandemic. Programs providing meals and services to immigrants were prioritized during the review process. Attached is the scoring tool used to assess applications upon the same metrics.

Agencies funded by the City of Urbana will be reimbursed using a fee for service model. This ensures tax payer dollars directly support residents, even if agencies serve clients across Champaign County.

**Anticipated Fiscal Impacts**

Funds for this program have previously been set aside and approved by Council and Town Board. A total of \$175,000 from three funding sources will support this year's program. General funds will provide \$70,000; CDBG funds will provide \$5,000; and Cunningham Township Supervisor's Office (CTSO) will provide \$100,000. There will be no additional fiscal impacts on the City.

## Recommendation

The CSSF Committee recommends funding the agencies listed below at the suggested amounts.

Agency	Program	\$ Requested	Recommended	CTSO	City
Big Brothers Big Sisters	Community-Based Mentoring	\$35,000	Denial		
Boy Scouts	Scoutreach	\$12,500	Denial		
CC Christian Health Center	Health Services	\$20,000	Denial		
Channing Murray Foundation	Red Herring Meal Voucher Program	\$8,000	\$8,000.00		\$8,000
Community Choices	Customized Employment	\$8,500	Denial		
CRIS	Options Counseling	\$30,000	\$15,000.00		\$15,000
Crisis Nursery	Safe Children Program	\$20,000	\$10,000.00		\$10,000
CU Area Project	Summer Youth Leadership Advisory	\$33,130	Denial		
CU Fair	Executive Director/Volunteer Coordinator	\$12,000	Denial		
Don Moyer Boys & Girls Club	Transportation for Urbana Youth	\$25,132	\$8,000.00		\$8,000
Eastern IL Food Bank	Urbana Food Distribution	\$15,000	\$7,500.00		\$7,500
Family Service	Homecare	\$8,000	\$6,000.00		\$6,000
Family Service	Meals on Wheel	\$8,000	\$5,500.00		\$5,500
Family Service	Senior Transportation	\$6,000	\$0.00		
First Followers	Workforce Development	\$30,000	Denial		
Habitat for Humanity	Housing Counseling	\$10,000	Denial		
Health Care Consumers	Client Services Program	\$28,000	\$20,000.00	\$20,000	
Public Health	Summer Food Service Program	\$10,000	Denial		
RPC	Centralized Intake for the Homeless	\$20,102	Withdrew		
RPC	Youth Assessment Center	\$10,000	\$10,000.00		\$10,000
RACES		\$8,000	\$5,000.00		\$5,000
Sistering CU	Sistering CU Volunteer Programs	\$25,000	Denial		
Sola Gratia	Sola Gratia Farm Community Support	\$6,500	\$6,500.00	\$6,500	
The Refugee Center	Supporting Immigrant Families Program	\$7,500	\$7,500.00	\$7,500	
The Refugee Center	Newcomer Immigrant Student Support Program	\$5,000	\$5,000.00	\$5,000	
Transcendence Broadcasting	Urbana Theater Project	\$4,000	Denial		
UNCC	Youth Development Program	\$15,000	\$15,000.00	\$15,000	
UNCC	Community Study Center	\$17,000	\$15,000.00	\$15,000	
Urbana Park District	STEAM After School at Canaan Academy	\$6,000	Denial		

Wesley United Methodist Church	Wesley Food Pantry	\$10,000	\$10,000.00	\$10,000	
YMCA	New American Welcome Center	\$20,500	\$21,000.00	\$21,000	
<b>TOTAL</b>		<b>\$473,864</b>	<b>\$175,000.00</b>	<b>\$100,000</b>	<b>\$75,000</b>
AVAILABLE			\$175,000.00	\$100,000	\$75,000

**Attachments**

1. Scoring Tool

CSSF FY 20-21 Application Scoring Tool		
Agency Name:	Program Name:	
Criteria	Score	Scoring Benchmark
Complete application		Yes or no
Serves at least one key service area (D13)		Yes or no
Is an emerging organization and/or programs; or builds capacity and leverages support for an existing organization and/or program (D14)		0 or 1 based on narrative
Percent of Urbana Residents Served (D8)		31%+ (2); 30% (1); under 30% (0)
Fills gaps in services needed by extremely low-income residents* (D6, D7, D9)		Meets 2 or more (2); meets 1 priority (1); meets none (0)
Program has proposed long-term impact on community (D7, D16)		0 or 1 based on narrative
Program's capacity to serve beyond this year's funding (C9, E1, E2, E3, E4)		0 or 1 based on narrative
Program operates at 85% capacity or more (D8)		0-50% (0); 51-84% (1); 85%+ (2)
Balance of program expenses vs. administrative costs (C8)		0-10%- Good (2); 11-20%- Average (1); over 21%- Low (0)
CSSF grant increases services in Urbana rather than replacing or supplanting funding for services (D2, D8, E2, E3, E4)		0 or 1 based on narrative
Agency has clearly defined success measures to demonstrate program impact (D10, D11, D12)		0 or 1 based on narrative
Collaboration with other agencies to operate program (D5)		0 or 1 based on narrative
Diversity of Board and Staff (F1, F2, F3)		Diverse (2); Some (1); No diversity (0)

**Scoring:** Agencies with higher scores are not guaranteed funding. Numeric scores are only to be used as a guideline for the selection committee to ensure a fair and objective process. The narratives provided in the application will help guide the selection committee in determining an agency's fitness to use the funds and serve an unmet need for extremely low to very-low income Urbana Residents.

**\*Services needed by extremely low-income residents:**

- Accessing homeless support and shelters
- Accessing DHS services (LINK/TANF/Medicaid)
- Applying for SSI/SSDI (SOAR)
- Accessing health care services/specialists/dentists/eye care
- Mental health evaluations/therapy
- Substance abuse support
- Overcoming barriers based on criminal convictions
- Accessing personal assistants
- Bus passes/transportation support
- Youth programs
- Employment programs, workforce development, job creation