



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

GRANTS MANAGEMENT DIVISION

TO: Community Development Commission Members
FROM: Kelly H. Mierkowski, Manager, Grants Management Division
DATE: September 21, 2017
SUBJECT: Staff Briefing

Updates, activities and accomplishments since August 22, 2017:

Department of Housing and Urban Development (HUD) Activity

- ☐ Received Monitoring Review Results letter from HUD re Supportive Housing Program
- ☐ Received various emails re Annual Action Plans, Trainings/Workshops, etc.

Overview of Major Grants Management Division Activities & Accomplishments

☐ **Grants Management Division Manager**

☐ **Other**

- ◆ Worked with Grants Compliance Specialist re FY 2017-2018 budgets
- ◆ Submitted FY 1718 Annual Action Plan (AAP) attachments/certifications, resubmitted additional information requested by HUD.
- ◆ Submitted on behalf of the Village of Rantoul staff their CAPER to HUD, will assist with additional information if needed.
- ◆ Checking with the Village of Rantoul re Land Bank Feasibility Study
- ◆ Working on completion of reporting to FHLBC re TH Rehab project
- ◆ Working with HACC re the Assessment of Fair Housing IGA
- ◆ Working with the City of Champaign and Community Coalition re Subcommittee for Summit on Homeless Youth
- ◆ Worked with other members of Champaign County Continuum of Care on NOFA submission

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

- ◆ Working with Transitional Housing clients on goals and referrals
- ◆ Monitoring budget, Timeliness, and Program Compliance
- ◆ Submitted response to HUD regarding Monitoring Review
- ◆ Updating policies and procedures, as needed and as time allows.

• **Emergency Solutions Grant (ESG)**

- ◆ Monitoring Budget and Program

• **HOME Program**

- ◆ Monitoring budget, Commitments, and Program Compliance

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

- Received Monitoring Review Results Letter, Preparing Response
- Attended HUD Homeless Institute conference/training in Springfield, IL (9/13/17)

• **Blight Reduction Program**

- ◆ Monitoring of budget and program compliance

• **Abandoned Property Program**

- ◆ Working on/monitoring process with GMD staff

❑ **Community Development Coordinator:**

- **Community Development Block Grant (CDBG)**
 - ◆ Managing the CDBG-funded and City-funded portions of the Consolidated Social Service Fund
 - ◆ Ensuring compliance with Federal CDBG labor standards at Highland Green construction site
 - ◆ Attended the 2017 American Planning Association-Illinois Chapter Annual Conference and learned about blight reduction strategies, techniques for maintaining relationships with developers, and ideas for fostering neighborhood organizations
- **Consolidated Social Service Funding (CSSF):**
 - ◆ Managing the FY 17-18 CSSF funding distribution process
- **HOME Program**
 - ◆ Processing HOME funding requests
 - ◆ Ensuring compliance with Federal HOME labor standards at the Highland Green construction site
 - ◆ Working with Habitat for Humanity of Champaign County, Navicore Solutions, Courage Connection, and other subrecipients to ensure compliance with HOME regulations
- **Emergency Solutions Grant**
 - ◆ Working with subrecipient agencies to report accomplishments to the Illinois Department of Human Services
- **Supportive Housing Program**
 - ◆ Assisting Courage Connection with the administration and official transfer of SHP funds
- **Blight Reduction Program**
 - ◆ Assisting in the operation and administration of the BRP with Habitat for Humanity
- **Abandoned Properties Program**
 - ◆ Reported specific expenses applied under the program and submitted the initial funding request
 - ◆ Finalizing additional activities to utilize the remaining funds in the program
- **Other**
 - ◆ Completing environmental review records (ERRs) for HUD-assisted projects
 - ◆ Assisting in the coordination of the FY 2020 Assessment of Fair Housing Regional Collaboration Study
 - ◆ Miscellaneous Grants Management Division assistance

❑ **Housing Rehabilitation Coordinator**

- **FY17-18 Rehab Projects**
 - ◆ Emergency Grant /Access Grant projects to date: 2 applications, one approved and complete one in processing
 - ◆ Senior Repair Service Projects to date: 6 applications have been taken and approved and are in progress or complete.
 - ◆ Whole House Rehabilitation Projects to date: One application approval and out for bid.
 - ◆ Blight Reduction Program (BRP) working with Building Safety and Habitat for Humanity on this program. 15 total Projects complete pending closeout. IHDA approved an additional property and demolition contract has been signed.
 - ◆ Property Maintenance contract ongoing.

- ◆ Abandoned Properties Program IHDA program funding approved, request for reimbursement for a portion of the funds has been sent to IHDA. Currently coordinating with staff for additional projects to include.

□ **Grants Compliance Specialist**

- **HOME Program**
 - ◆ Preparing for FY2017-2018 activities
 - ◆ Working on drawdowns for FY2017-2018
 - ◆ Processing fund requests from subrecipients
 - ◆ Working on creating and closing out different activities on IDIS
- **CDBG Program**
 - ◆ Preparing for FY2017-2018 activities
 - ◆ Working on drawdowns for FY2017-2018
 - ◆ Processing fund requests from subrecipients
 - ◆ Working on creating and closing out different activities on IDIS
- **ESG Program**
 - ◆ Preparing drawdown requests for FY2017-2018 ESG grant fund
 - ◆ Processing fund requests from subrecipients
- **Supportive Housing Program**
 - ◆ Preparing drawdown requests for FY2017-2018 SHP grant fund
 - ◆ Processing fund requests from subrecipients

□ **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 (CSPH), Housing Authority of Champaign Co. (HACC) Board of Commissioners, Senior Task Force, Community Reinvestment Group (CRG), and HOME Technical Committee.