



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Laurel Lunt Prussing, Mayor, City of Urbana

FROM: Elizabeth H. Tyler, ^{CLT} FAICP, Community Development Director

DATE: June 7, 2012

SUBJECT: **AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE FOR FY 2011-2012 CONSOLIDATED SOCIAL SERVICES FUNDING**

Description

Included on the agenda of the June 11, 2012 Urbana City Council meeting is an Ordinance to revise the Annual Budget Ordinance to reallocate \$23,700 of unused funds from the FY 2011-2012 CSSF pool. The reallocation would be \$20,000 to the Urbana Neighborhood Connections Center for a second site in east Urbana and \$3,700 to the Emergency Tenant Relocation Fund.

The unused funds from the FY 2011-2012 CSSF Pool came from two (2) agencies not submitting their signed grant contract by the deadline of October 1, 2011. Council is being asked to approve the ordinance to revise the budget and allow \$20,000 of this unused funding to be reallocated to the Urbana Neighborhood Connection Center to open a second site in east Urbana and \$3,700 to be reallocated to the Emergency Tenant Relocation Fund.

Issues

The issue is whether the Council should approve the Ordinance Revising the Annual Budget Ordinance for FY 2011-2012 Consolidated Social Service Funding.

Background

Funds from three different sources are combined to form the Consolidated Social Service Funding Pool: (1) City general funds, (2) Cunningham Township funds, and (3) Community Development Block Grant (CDBG) funds. The regulatory spending restrictions that apply to both the CDBG and Cunningham Township funding do not apply to the city's general funds. The Community Development Block Grant funds allocated in the Annual Action Plan for FY 2011-2012 and Cunningham Township funds have been appropriated to agencies that fall within the eligibility guidelines of those funding sources.

Two programs funded by City general funds from the CSSF Pool for FY 2011-2012, Don Moyer Boys and Girls Club – Staffing for Transportation, which was awarded \$14,000 and Best Interest of Children – Focusing on the Family Advocacy, which was awarded \$9,700, did not sign their grant contracts and return them by the October 1, 2011 deadline. As a result, there is \$23,700 of unused Consolidated Social Service Funding from FY 2011-2012 that can be reallocated.

Urbana Neighborhood Connections Center

In response to a special request by Mayor Prussing, a proposal for \$20,000 in supplemental funds was received from the Urbana Neighborhood Connection Center to expand their Summer Enrichment Program by creating a satellite center in east Urbana. The satellite center would be based at Living Hope Foursquare Church, 2101 E. Washington St., in Urbana. Due to programming cuts in the Urbana School District #116, Prairie Elementary School will not be offering any summer programs. As a result, students that live in east Urbana will not have an opportunity to participate in the summer programs that have been offered in previous summers. When City staff became aware of this reduction in summer services for area youth, a special request was made to UNCC to provide a supplemental request to provide services to this neighborhood. The expansion of the UNCC Summer Enrichment Program would allow the center to accommodate more of the students from Prairie School that reside in east Urbana at the proposed satellite center. The location of this site is beneficial to this need, as Foursquare Church is directly across the street from Prairie Elementary School.

The funding requested would provide for salaries and stipends for a Director, Site Coordinator, Site Supervisor and four Activity Leaders; as well as supplies, equipment, community activities, facility usage and food. The site would be open Monday – Thursday from 8:00am to 4:30pm, with a proposed start date of June 18, 2012. This second site will be able to serve 30-35 students, K-8th grade, and would run for seven weeks, ending on August 3, 2012.

Emergency Tenant Relocation Fund

The Emergency Tenant Relocation Fund has been used to assist with temporary housing and moving services for individuals being displaced from non owner-occupied units in Urbana due to the non-payment of utilities by the owners of multi-family housing. These funds were most recently beneficial when individuals were displaced after the closing of the Hanford Inn and the condemnation of Urbana Townhomes. In these instances a small number of tenants needed the financial assistance to relocate. If similar circumstances arise in the future, with larger apartment buildings and more individuals in need of financial assistance for relocation, these supplemental funds will be available to those tenants in Urbana that are being displaced.

Options

1. Approve the Ordinance Revising the Annual Budget Ordinance for FY 2011-2012 Consolidated Social Service Funding.
2. Approve the Ordinance Revising the Annual Budget Ordinance for FY 2011-2012 Consolidated Social Service Funding with changes.
3. Do not approve the Ordinance Revising the Annual Budget Ordinance for FY 2011-2012 Consolidated Social Service Funding.

Fiscal Impacts

The \$23,700 of unused funds from the FY 2011-2012 CSSF Pool is available to be reallocated. The proposed amount of \$20,000 to be reallocated to the UNCC Satellite Summer Enrichment Program and the \$3,700 to be reallocated to Emergency Tenant Relocation would not have any effect on any of the programs that were funded in FY 2011-2012, nor would it have any effect on the programs that may be funded from the FY 2012-2013 CSSF Pool.

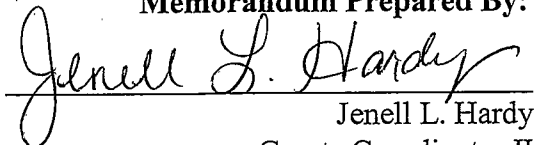
Recommendations

Staff recommends that Council approve the attached budget revision.

Attachments:

- (1) AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE FOR FY 2011-2012 FOR CONSOLIDATED SOCIAL SERVICES FUNDING.
- (2) Request for Funding from Urbana Neighborhood Connection Center, Inc.
- (3) Letter of Support from Prairie Elementary School, Principal Yavonnda Smith.

Memorandum Prepared By:



Jenell L. Hardy
Grants Coordinator II
Grants Management Division

UNCC



URBANA NEIGHBORHOOD CONNECTIONS CENTER, INC

1401 East Main Street
Urbana, IL 61801
(217) 954-1749
www.urbanconnectionscenter.org

June 1, 2012

TO: URBANA CITY COUNCIL
400 SOUTH VINE STREET
URBANA, ILLINOIS 61801

REGARDING: REQUEST FOR FUNDING For
UNCC Satellite Summer Enrichment Program

Urbana Neighborhood Connections Center's (UNCC) mission is to provide a healthy, compassionate, progressive community where all children and families have access to services and supports that empowers successful development. UNCC seeks to support all children and families; with a special interest in serving low incomes families living in unincorporated northeast Urbana and minority neighborhoods such as Scottswood & King Park, which are underserved and need assistance academically, financially, and emotionally.

Since opening our doors for services on January 19, 2010 UNCC continues to provide programs that focus on Education, Parent/Family, Social-Emotional Learning and Physical/Recreational/Vocational enhancement. The Community Study Center for which \$20,000 in funding is being requested has been instrumental in providing services and supports to over 150 different children and youth. During the academic school year UNCC provides an After-school Homework Study Center for grades K-12 where staff assists children with academic enrichment activities assigned by the school teacher or center's educational director. In addition, UNCC provides Fun Learning Days on "School Out" days for grades K-5 and Fun Fridays for grades 6-12 where children discuss current events, participate in reading groups, and journal internal feelings and experiences in life. During the winter/spring/summer breaks UNCC provides individual/group enrichment sessions focusing on Reading & Literacy, Mathematics and Social/Emotional development for grades K-8. Also, UNCC provides career opportunities for "at risk" and "non at risk" teens for grades 9-12 during the summer break.

UNCC believes that summer time is a time for children and youth to have fun while engaging in productive activities. UNCC's Summer Enrichment Program provides children the opportunity to participate in structured activities in a safe and structured environment. During the summer of 2011, UNCC provided daily activities to 90-95 children and youth who resided in the City of Urbana. As we prepare for another fun and exciting summer, we are proposing to add a second site for services specifically targeting children who reside in the far East Urbana neighborhoods; and who attend Prairie Elementary, Thomas Paine Elementary and Urbana Middle School.

As indicated in the enclosed letter from Mrs. Yvonna Smith, there will be no summer programs offered at Prairie School and the same applies for Thomas Paine School. In collaboration with Living Hope Foursquare Church which is conveniently located in close proximity to Prairie, Thomas Paine and Urbana Middle School; UNCC is proposing to establish a satellite site for summer programming. Pending the Church Council's approval along with funding from the City Council; UNCC's Satellite Summer Enrichment Program will operate as follow:

Dates of Operation:

June 18th – August 3rd
 Mondays – Thursdays
 8:00am – 4:30pm

Participants:

30-35 / K-8th grade

Staff:

1 - Director
 1 – Site Coordinator
 1 – Site Supervisor
 4 – Activity Leaders

Daily Program Guideline:

8:00am – 8:50am	Breakfast/Prep Time
9:00am – 9:50am	Let's Move and Current Events Group Activities
10:00am – 11:50am	Small Group Academics
12noon – 12:50pm	Lunch
1pm – 1:50pm	Book/Maps/Sewing/Drawing Clubs
2pm – 4:30pm	Open Recreational Activities

Specific funding request include:

Line Item	Amount of Request
Salaries/Stipends /benefits/taxes etc.. (X 7)	\$11,000
Supplies & Equipment (software, books, movies)	\$1,500
Community Activities/Field Trips (transportation, admission etc..)	\$2,500
Facility Usage	\$3,000
Food	\$2,000
TOTAL	\$20,000

As previously indicated; UNCC is entering our third year of service delivery to children and families in Urbana. Since our inception, we have benefited from enormous amounts of in-kind (furniture, supplies, utility payment assistance, computers) community support from individuals, businesses and organizations. Funding supporters include the Housing Authority of Champaign County, City of Urbana, United Way of Champaign County, the Champaign County Mental Health Board-ACCESS Initiative along with numerous generous individual grants and donation; including members of Urbana City Council and Commissions. In addition, we continue to benefit from strong partnerships with Urbana School District 116, The University of Illinois, Urbana Free Library, Local Area Network 24 and the PASS Program. It is our hope that the fore-mentioned partners and funders will continue their support of UNCC as we continue to strengthen our service delivery to children and families. In addition to current support, it is our plan to continue aggressive pursuit of additional local and state funds that seeks to support our mission.

Given our grassroots status along with our continuous signs of progress and benefits to our community; UNCC hopes that our Urbana City Council supports our efforts to begin duplication of services in other areas of our city.

Thanking you in advance for all consideration given to our request for \$20,000 to expand summer programming to additional areas in our city. For additional information, please contact me at (217) 954-1749.

Kindly Submitted,

Janice Mitchell

Janice Mitchell, BS/MA
Director

ORDINANCE NUMBER

AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE

(SOCIAL SERVICE AGENCIES, 2011-12)

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2011, and ending June 30, 2012, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND: Social Service Agencies
ADD EXPENSE: Urbana Neighborhood Connections Ctr. \$20,000
ADD EXPENSE : Emergency Relocations \$ 3,700
REDUCE EXPENSE: Best Interest of Children \$ 9,700
REDUCE EXPENSE : Boys/Girls Club \$14,000

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this _____ day of _____,

_____.

AYES:
NAYS:
ABSTAINED:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,

_____.

Laurel Lunt Prussing, Mayor



**Urbana School
District 116**

Jean F. Burkholder
Administrative Service Center
www.usd116.org

Preston L. Williams, Jr. Ed.D
Superintendent of Schools
217-384-3600
Fax 217-337-4973

205 North Race Street
P.O. Box 3039
Urbana • Illinois • 61803-3039

May 30, 2012

Dear City Council Members,

Due to programming cuts in Urbana School District #116, the students that reside in east Urbana will not have an opportunity for summer programming. For this reason, the Urbana Neighborhood Connections Center has been able to accommodate only a few of the students from Prairie Elementary School and surrounding schools. This program provides participating students with small instructional groups, academic enrichment, mentoring, and social skills development. Along with providing a safe place for students to not only get assistance with their homework, but also to provide a sense of community in east Urbana.

Prairie Elementary School has been fortunate to have students benefit from the Urbana Neighborhood Connections Center. This program has been beneficial in making sure the students selected to participate do not have to worry about becoming latchkey kids. Below, you will find some statistics and facts in regards to Prairie Elementary School:

- Our initial student population ranges from 295-310.
- Our school is 84% free/reduced income population.
- Our school services students from three low income housing developments.
- Our school has partnerships with outside agencies to ensure the success of our students (UNNC, ILLINI Mentoring, Big Brothers/Big Sisters, & Living Hope Church)
- Students need a continuation of learning support throughout the summer in order to maintain academic competency

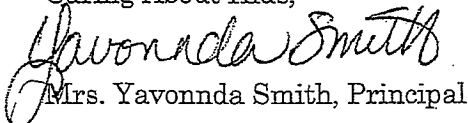
"Statistics point to the disappointing loss of learning that takes place when young people are not in school during the summer. The effects of summer learning loss are especially dramatic for students from high-needs communities."

~Commissioner of the New York State Education Department John B. King, Jr.

I would like to recommend a summer program to benefit the students that live in east Urbana that will provide academic support and enrichment, small instructional groups, recreational activities, and social skills development and support. The families that attend Prairie Elementary School and surrounding schools would benefit immensely from a continuation of learning progress and support.

Thank you so much for your continued support. The students and families greatly appreciate the community's support. Please feel free to call Prairie School at 384-3628 if you have any questions.

Caring About Kids,


Mrs. Yavonnda Smith, Principal



Prairie Elementary School
2102 E. Washington, Urbana, IL 61802

Mrs. Yavonnda Smith, Principal

Phone: 217-384-3628
Fax: 217-384-3626
Email: ysmith@usd116.org