



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** May 7, 2020

Staff Contact: Mirjana Gavric, Grants Administrator

Agenda Title: For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant (CDBG) funding for FY 2021. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The CDBG funding granted to Carson City for FY 2021 is \$492,582 and no additional funding is expected. A maximum of 15% is allowed for public services; staff is planning on \$71,873 (15%) of the allocation going toward public service programs. A minimum of 65% must be spent for public facilities and improvements; staff is planning on \$340,868 (69%) of the allocation going toward public facilities and improvements. A maximum of 6% can be spent on planning; staff is allocating \$30,583 (6%) toward planning projects. A maximum of 10% is allowed for administration, which totals \$49,258; staff anticipates spending the total amount allowed for administration. The decision to allocate funding to these projects is based on the Application Review Work Group (ARWG) ranking of applications. A community-based ARWG conducted a phone meeting on March 25, 2020 and then ranked the applications for recommendation to the Board of Supervisors.

Agenda Action: Formal Action / Motion **Time Requested:** 30 Minutes

Proposed Motion

I move to approve the CDBG funding for FY 2021 as recommended.

Board's Strategic Goal

Economic Development

Previous Action

N/A

Background/Issues & Analysis

Carson City received four applications for public service programs, one application for a public facility improvement project, and one application for planning. The requests for funding total is more than the amounts available for public service programs, public facility improvements and planning. An Application Review Work Group formed by staff evaluated and ranked the applications and made funding recommendations based on both meeting the CDBG national objectives and the community priorities.

After the Board of Supervisors discusses, makes any desired amendments and/or approves the public services programs, public facility improvement project and planning project, staff will forward the final approved recommendations to the Nevada Governor's Office of Economic Development for consideration.

Applicable Statute, Code, Policy, Rule or Regulation

Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C.-5301 et seq.

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Grant Fund 2756581 431010

Is it currently budgeted? No

Explanation of Fiscal Impact: Final CDBG award \$492,582 revenues and expenses will be added during the first round of augmentations to the FY 2021 Budget. No match is required for this program.

Alternatives

Provide other direction.

Attachments:

[Memo CDBG for FY 2021 4-22-2020.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)



CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

MEMORANDUM Board of Supervisors Meeting of May 7, 2020

To: Mayor and Board of Supervisors
From: Mirjana Gavric, Grants Administrator
Date: April 22, 2020
Subject: CDBG FY 2021 Funding Proposals

The Board of Supervisors is required to make a final recommendation and approval of funding for the Community Development Block Grant (CDBG) projects to the Governor's Office of Economic Development. Carson City's CDBG allocation for FY-21 is \$492,582. The recommended funding amount for FY-21 is \$492,582 which \$49,258 (10%) will be used for grant administration. The remaining \$443,324 will be allocated to Public Improvement Projects, Planning and Public Service Programs.

As part of the CDBG Citizen Participation requirement, a request for proposals was posted at City Hall, Carson City Library, State Library and Archives, Carson City Community Development office and the Carson City website. Applications were also solicited by individual letters to local community service organizations.

Applications were due on February 13, 2020. The Application Review Work Group (ARWG) held a conference phone call March 25, 2020, where the ARWG ranked and evaluated the proposed project applications for community need, projected outcome, and compliance with State and HUD requirements. The ARWG consisted of 6 volunteers representing both community members and subject matter experts. These members are:

- Sharon McCloskey – Retired Carson City Citizen
- JoAnn Carpenter – Retired CDBG Program Administrator and Carson City Citizen
- Nicki Aaker – Carson City Health and Human Services Director and Carson City Citizen
- Vern Krahn – Retired Parks Planner and Carson City Citizen
- Hope Sullivan – Carson City Planning Manager
- Laura Austin- Director Title III English Learner Program for Carson City School District

DEPARTMENT OF FINANCE

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CDBG PUBLIC SERVICES RECOMMENDATIONS:

Estimated funding = \$71, 873, (15% of total allocation)

1) Project Name: Chronic Absenteeism

Agency: Ron Wood Family Resource Center

Funding Request: \$35,000

Recommendation: \$20,000

Objective: Serving low- to moderate-income (LMI) persons.

Description: The Chronic Absenteeism program will provide representation and guidance from the Student Attendance Review Board, which evaluates the needs of students declared habitually truant. The team identifies problem areas and makes recommendations for services to assist families for the improvement of student attendance. For a number of students truancy may be a first step to a lifetime of unemployment, crime, and incarceration. Truancy often leads to dropping out of school, delinquency and drug abuse. The goal is to prevent chronic absenteeism at the elementary grade level by utilizing this peer intervention technique and family involvement. The overall objective is to help provide services to children and their families in order keep children in school.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending partial funding based on the amount of money received from CDBG. Ron Wood's Chronic Absenteeism is a second-year program with a solid sustainability plan in place; in addition, the ARWG put emphasis on the fact that the program is preventative. The first-year results are extremely positive and the demand for the program has increased. In phase two the goal is to add four more schools to the program. The ARWG is hopeful that this program can help Carson City children and families while saving government dollars; for example, this program should be able to save money in juvenile detention services by catching those students who exhibit chronic absenteeism before they are expelled from school.

2) Project Name: RSVP-Veterans Services and Support

Agency: Nevada Rural RSVP

Funding Request: \$50,000

Recommendation: \$20,000

Objective: Serving low- to moderate-income (LMI) persons.

Description: RSVP is a volunteer community-based support services program which allows veterans to remain in their own homes. The veterans in the program have access to VA transportation, wellness checks, socialization, respite care, food, companionship, a homemaker, individual emergency response and suicide prevention awareness.

Funding Recommendation Rationale: Although under Section 105(a)(8) of The Housing and Community Development Act of 1974 (HCDA) "ongoing grants" under Public Services are not eligible, RSVP is looking to increase their number of veterans that they serve from 150 to 175 in the 3rd phase of the program. The increase in clients is a quantifiable increase in the level of service, above which has been provided in the past, which makes RSVP eligible for CDBG funding. The ARWG is recommending partial funding based on the amount of money received from CDBG.

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3) Project Name: Nevada Health Centers Pilot Program

Agency: Nevada Health Centers

Funding Request: \$31,873

Recommendation: \$31,873

Objective: Serving low- to extremely low-income (LMI) persons.

Description: Nevada Health Centers is requesting funding to replace failing equipment and to improve medical accuracy at Sierra Nevada Health Center and NVHC's School-based location. Equipment needs include: replacement of exam tables that are broken, a Hyfreicator which helps stop bleeding, vitals machines which provide greater accuracy, a vaccine refrigerator and freezer, purchase of five bariatric chairs, purchase of one Endo Cervical Spectrum and replacing two exam room computers and printers for patient intake.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending full funding for this request. The equipment as stated in the grant is unacceptable, per the ARWG. In addition, the ARWG felt that the need for this equipment is very important and should be filled. The ARWG stated that the partnership between the Carson City School District and Nevada Health Centers is critical for the health of our children; therefore, needs to be supported.

4) Project Name: ESL In-Home Program

Agency: ESL In-Home Program

Funding Request: \$30,000

Recommendation: \$ 0

Objective: Serving low- to extremely low-income (LMI) persons.

Description: Trained community volunteers teach on a one-on-one basis English as a second language; in addition, the program assists adults in Carson City to become literate. The goal is to provide opportunities for adults to obtain the knowledge and skill necessary for employment and economic self-sufficiency.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG did not see the need to fund both a Director and Coordinator for this program. In addition, several of the questions in the application were not filled out, which indicated to the ARWG that the applicant did not take the time to fill out the application correctly. Overall, the ARWG felt that this application lacked pertinent information and efficacy.

Alternatives: ESL In-Home Program applied for funding from the Community Support Service Grant (CSSG). The ARWG for CSSG has recommended funding in the amount of \$ 10,000 for this program.

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CDBG PUBLIC FACILITIES AND IMPROVEMENTS RECOMMENDATIONS:

Total Expected Available Allocation = \$340,868 (69% of total allocation)

1) Project Name: Colorado Street, ADA Compliance

Agency: Carson City Public Works

Funding Request: \$472,505

Recommendation: \$340,868

CDBG Objective: Serving low- to moderate-income (LMI) area & ADA Compliance.

Description: This infrastructure project will use grant funds to make ADA improvements along Colorado Street between California Street and Saliman Road and along California Street near Colorado Street. Improvements include replacing non-compliant curb ramps, substandard or hazardous sidewalks (includes some residential driveways), access improvements for pedestrian push buttons, adding missing sidewalk, and expanding roadway pavement in areas where curb and sidewalk are being added.

Funding Rationale Recommendation: Approved under Section 105(a)(2) of the Housing and Community Development Act of 1974 (HCDA) “the acquisition, construction, reconstruction, or installation of public works facilities and site or other improvements”. The ARWG is recommending partial funding based on the amount of money received from CDBG. After discussion the ARWG agreed that Public Works staff would determine what part of the project would not be completed due to partial funding as stated in the grant.

CDBG PLANNING RECOMMENDATIONS:

Allocation Capped at 6% per CDBG & the Nevada Governor’s Office of Economic Development. \$30,583 (6% of total allocation)

1) Project Name: FISH-Emergency Referral Service Program

Agency: FISH

Funding Request: \$150,000

Recommendation: \$30,583

CDBG Objective: Limited Clientele.

Description: FISH is requesting funding to pay for the Civil Engineering Plans and Architectural Plans for transitional-housing apartments for low income residents of Carson City.

Funding Rationale Recommendation: Approved under Section 105(a)(12) of the Housing and Community Development Act of 1974 (HCDA) (12) activities necessary (A) to develop a comprehensive community development plan, and (B) to develop a policy-planning-management capacity so that the recipient of assistance under this title may more rationally and effectively (i) determine its needs, (ii) set long-term goals and short-term objectives, (iii) devise programs and activities to meet these goals and objectives, (iv) evaluate the progress of such programs in accomplishing these goals and objectives, and (v) carry out management, coordination, and monitoring of activities necessary for effective planning implementation. The ARWG is recommending partial funding based on the amount of money received from CDBG. The ARWG agreed that the project is very important to the community and would like to see the plans developed for this project.

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Potential Additional Funding Available:

No additional funding is expected from the Nevada Governor's Office of Economic Development.

Eligibility Requirement

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons or a low-income area,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g. natural disaster emergencies).

Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that the program or project staff document the number of LMI persons served for grant monitoring and audit purposes.

Eligible Activities

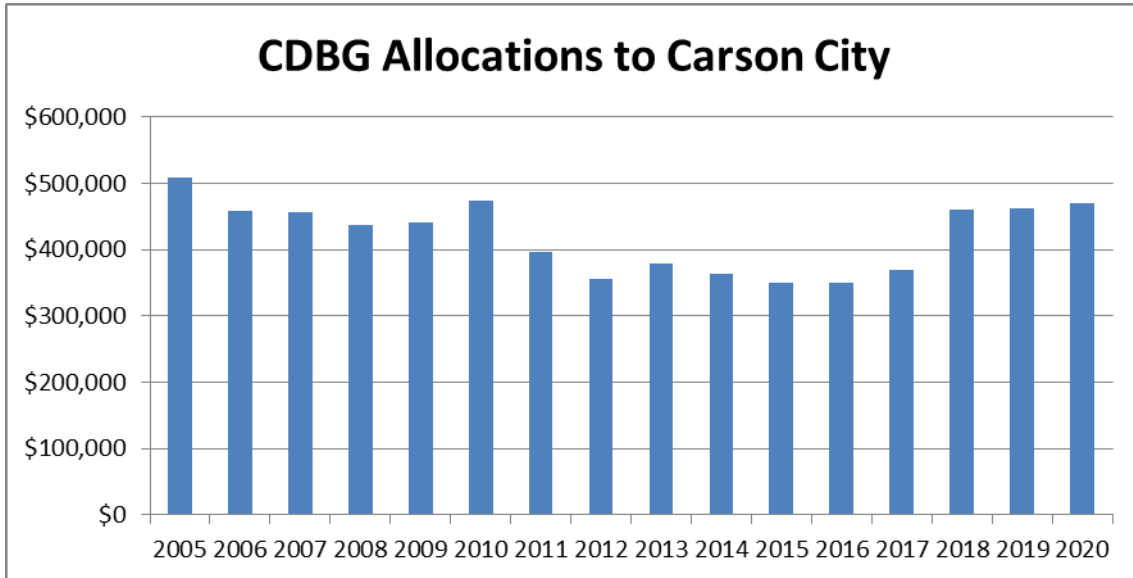
Eligible activities for the use of CDBG funds and examples of such activities include:

- Construction of public facilities and improvements
 - Infrastructure improvements, senior centers, parks, homeless shelters
- Public Services
 - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
 - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
 - Minor rehabilitation (Emergency Repair, Lead Paint Removal)
 - Rehabilitation of affordable owner and rental housing
 - Down-payment assistance
 - Acquisition, new construction of housing
- Economic Development
 - Façade improvements
 - Loans to businesses (usually to create jobs)
 - Micro-enterprise assistance
- Planning and Administration
 - Personnel costs, preparation of required documents, planning studies
 - Funding for these costs is limited to a maximum of 6% of the total allocation

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Funding Amounts

CDBG funding amounts to Carson City in prior years were as follows:



Review of CDBG Past Funding

FY20:

- Ron Wood Family Resource Center – (\$32,000)
- RSVP – (\$7,500)
- Carson City Parks & Recreation – (\$156,000)
- Carson City Public Works – (\$227,979)

FY19:

- Ron Wood Family Resource Center – (\$28,000)
- Food For Thought – (\$10,000)
- St. Vincent De Paul – (\$3,000)
- Carson City Parks & Recreation – (\$211,227)
- Carson City Public Works – (\$268,892)

FY18:

- Ron Wood Family Resource Center – (\$35,000)
- Food For Thought – (\$12,000)
- RSVP – (\$8,277)
- Carson City Parks & Recreation – (\$91,664)
- Carson City Public Works – (\$227,190)
- Yasmer Estates – (\$53,015)

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FY17:

- Ron Wood Family Resource Center – (\$32,103)
- Food for Thought – (\$12,000)
- Nevada Rural Housing Authority (\$221,474)
- Carson City Parks and Recreation (\$18,062)

FY16:

- Community Counseling Center, Substance Abuse Treatment (\$52,442)
- ADA Sidewalk Improvements-Empire Elementary School Area (\$190,848)
- Carson City School District School-Based Health Center (\$46,406)

FY15:

- Community Counseling Center, Substance Abuse Treatment (\$54,444)
- FISH-Jeanell Drive Building Renovation Project (\$20,743)
- ADA Sidewalk Improvements-North Carson City (\$190,183)
- Ventana Sierra Youth Housing and Resource Initiative (\$25,000)