



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 17, 2020

Staff Contact: Mirjana Gavric

Agenda Title: For Possible Action: Discussion and possible action regarding an allocation of up to \$283,213 of Community Development Block Grant - Coronavirus (CDBG-CV) funding for Fiscal Year (FY) 2021. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The CDBG-CV provides funds for a range of eligible activities that prevent and respond to the spread of the coronavirus (COVID-19). The CDBG-CV funding granted to Carson City for FY 2021 is \$283,213—no additional funding is expected. Four public service project applications were submitted, for a total request of \$208,682. Staff is requesting that \$28,322 be allocated for administration of the grant, and \$208,682 be allocated to the four applications that were received for public services projects for COVID-19: \$79,826 to the Boys and Girls Club of Western Nevada, \$20,080 to St. Vincent de Paul Society, \$57,191 to the Nevada Health Centers, and \$51,585 to Spirit of Hope. The remaining \$46,209 will not be allocated in this grant cycle but will be advertised alongside the regular CDBG funding in fall of 2020.

Agenda Action: Formal Action / Motion **Time Requested:** 1 hour

Proposed Motion

I move to approve the grant funding as recommended.

Board's Strategic Goal

Safety

Previous Action

N/A

Background/Issues & Analysis

The CDBG-CV provides funds for a range of eligible activities that prevent and respond to the spread of the coronavirus. The CDBG-CV funding granted to Carson City for FY 2021 is \$283,213—no additional funding is expected. A maximum of 10% is allowed for administration, which totals \$28,322; staff anticipates spending the total amount allowed for administration. No other caps have been placed on CDBG-CV expenditures.

Carson City placed advertisements for the funding opportunity and received 4 applications for public service programs, for a total request of \$208,682. The total amount of applications for funding is less than the amount available for CDBG-CV. Staff formed an Application Review Work Group (ARWG) to evaluate and rank the applications and to make funding recommendations based on both meeting the CDBG national objectives and the community priorities. The ARWG conducted a phone meeting on August 7, 2020 and recommends full allocation of funds to the applications that were received: \$79,826 to the Boys and Girls Club of Western Nevada to expand their daycare program to observe COVID-19 social distancing and sanitation measures, \$20,080 to the St. Vincent de Paul Society to supply cleaning and sanitation supplies to the Nights Off the Street

Warming Shelter, \$57,191 to the Nevada Health Centers to convert the Sierra Nevada Health Center parking area into a COVID-19 screening and testing area, and \$51,585 to Spirit of Hope for a transportation van for safe transportation to observe COVID-19 restrictions. Staff is requesting that \$208,682 be allocated to these public services projects for COVID-19 as recommended by the ARWG.

The remaining \$46,209 will not be allocated in this grant cycle but will be advertised alongside the regular CDBG funding in fall of 2020.

If approved, staff will then forward the final approved recommendations to the Nevada Governor's Office of Economic Development for their consideration and allocation of the CDBG-CV funds.

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 revenues, 2750620-501225 - CDBG expenses

Is it currently budgeted? No

Explanation of Fiscal Impact: The final CDBG-CV award (revenues and expense) amounts will be added to the FY 2021 Budget during the first round of budget augmentations in January 2021.

Alternatives

Do not approve and provide alternative direction to staff.

Attachments:

[Memo_to_BOS_CDBG-COVID_19__1_.doc](#)

Board Action Taken:

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

(Vote Recorded By)



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MEMORANDUM

Board of Supervisors Meeting of September 17, 2020

To: Mayor and Board of Supervisors
From: Mirjana Gavric, Grants Administrator
Date: August 18, 2020
Subject: CDBG-COVID 19 Funding Proposals

The Board of Supervisors is required to make a final recommendation and approval of funding for the Community Development Block Grant- Coronavirus (CDBG-CV) projects to the Governor's Office of Economic Development. Carson City's CDBG-CV allocation for Fiscal Year 2021 is \$283,213. The recommended funding amount is \$28,322 (10%) for grant administration. \$208,682 will be allocated to Public Service Programs related to Coronavirus (COVID 19), and \$46,209 not allocated in this grant cycle will be advertised alongside the regular CDBG funding fall 2020.

As part of the abbreviated CDBG Citizen Participation requirement, an online workshop session was held on June 16, 2020 to review the CDBG-CV requirements. The request for applications was posted on Carson NOW, City Hall, Carson City Community Development office and the Carson City website. Applications were also solicited by e-mail to local community service organizations.

Applications were due on July 24, 2020. The Application Review Work Group (ARWG) held a conference phone call August 7, 2020, where the ARWG ranked and evaluated the proposed program applications for community need, projected outcome, and compliance with State and HUD requirements. The ARWG consisted of 5 volunteers representing both community members and subject matter experts. These members are:

- JoAnn Carpenter – Retired CDBG Program Administrator and Carson City Citizen
- Ronni Hannaman – Executive Director for the Chamber of Commerce
- Joyce Buckingham – Executive Director Ron Wood Family Resource Center
- Hannah McDonald – Executive Director Partnership Carson City
- Mary Jane Ostrander – Division Manager Carson City Health & Human Services

CDBG-CV PUBLIC SERVICES RECOMMENDATIONS:

Allocated funding = \$283,213

1) Project Name: Expanded COVID 19 Relief
Agency: Boys and Girls Club of Western Nevada
Funding Request: \$79,825.42
Recommendation: \$79,826.00
Objective: Serving low- to moderate-income (LMI) persons.
Description: The Boys and Girls Club is requesting funding to expand their daycare program to include childcare at a limited capacity, following strict mask wearing, social distancing and sanitization measures for both staff and clients. The request includes additional tables, chairs, internet bandwidth, radios, transportation and cleaning supplies.

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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 based on the amount of money received from CDBG. The Boys and Girls Club Expansion is a first year CDBG program; in addition, the ARWG put emphasis on the fact that the program is critical for those local families that need to work during the COVID-19 hybrid school schedule.

2) Project Name: **Nights Off The Street Warming Shelter (N.O.T.S.)**
Agency: St. Vincent de Paul Society
Funding Request: \$20,080.00
Recommendation: **\$20,080.00**
Objective: Serving low- to moderate-income (LMI) persons.
Description: N.O.T.S. is a partnership between seven Carson City churches that have come together to provide a secure and supervised sleeping environment for homeless individuals from November 1st to March 31st each year. Due to COVID-19, N.O.T.S. is requesting funds for cleaning and sanitation supplies, PPE and bedding for each person, not to be reused.

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 based on the amount of money received from CDBG. N.O.T.S. is a first year CDBG program. The ARWG unanimously voted to support this request due to the importance of having a clean and safe location for people to sleep during the winter months. In addition, several of the ARWG members have worked with and/or volunteered for this program and state that the program is well organized, professional and important to our community.

3) Project Name: **Nevada Health Centers COVID 19**
Agency: Nevada Health Centers
Funding Request: \$57,190.22
Recommendation: **\$57,191.00**
Objective: Serving low- to extremely low-income (LMI) persons.
Description: Nevada Health Centers is requesting funding to help prevent, prepare and respond to the Coronavirus by converting their existing Sierra Nevada Health Center parking area into a limited contact, free-standing, weather-protected, covered area in which members of the public can be screened, tested and eventually immunized for COVID-19.

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 ARWG felt that the need for this structure is essential to the health and wellbeing of Carson City residents, not only for COVID-19, but for testing and immunization for other illnesses. The ARWG stated that they fully support this project.

4) Project Name: **Transportation Van COVID 19**
Agency: Spirt of Hope
Funding Request: \$51,584.33
Recommendation: **\$51,585.00**
Objective: Serving low- to extremely low-income (LMI) persons.

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Description: Spirit of Hope provides clean and sober housing to low income individuals who are recovering from addiction and/or homelessness. The request is for the purchase of one 12-passenger van in order to provide safe transportation to their clients. Due to COVID-19 restrictions, the van would allow Spirit of Hope staff to drive several people at a time to appointments and needed services. Due to social distancing guidelines, the van would be filled at half capacity allowing for safe travel. Currently Spirit of Hope does not own a van or any other transportation for their clients. Staff vehicles are being used for the transport of clients.

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. Spirit of Hope works with the Carson City Public Guardian's Office and the need to help transport clients according to the ARWG is high. ARWG supports this request and states that having Spirit of Hope staff drive clients in their personal vehicles is costly and does not allow for the distancing recommended for COVID-19.

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.

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Eligible Activities

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

Buildings and Improvements, Including Public Facilities

<p>Acquisition, construction, reconstruction, or installation of public works, facilities, and site or other improvements. <i>See section 105(a)(2) (42 U.S.C. 5305(a)(2)); 24 CFR 570.201(c).</i></p>	Construct a facility for testing, diagnosis, or treatment.
	Rehabilitate a community facility to establish an infectious disease treatment clinic.
	Acquire and rehabilitate, or construct, a group living facility that may be used to centralize patients undergoing treatment.
<p>Rehabilitation of buildings and improvements (including interim assistance). <i>See section 105(a)(4) (42 U.S.C. 5305(a)(4)); 24 CFR 570.201(f); 570.202(b).</i></p>	Rehabilitate a commercial building or closed school building to establish an infectious disease treatment clinic, e.g., by replacing the HVAC system.
	Acquire, and quickly rehabilitate (if necessary) a motel or hotel building to expand capacity of hospitals to accommodate isolation of patients during recovery.
	Make interim improvements to private properties to enable an individual patient to remain quarantined on a temporary basis.
Assistance to Businesses, including Special Economic Development Assistance	
<p>Provision of assistance to private, for-profit entities, when appropriate to carry out an economic development project. <i>See section 105(a)(17) (42 U.S.C. 5305(a)(17)); 24 CFR 570.203(b).</i></p>	Provide grants or loans to support new businesses or business expansion to create jobs and manufacture medical supplies necessary to respond to infectious disease.
	Avoid job loss caused by business closures related to social distancing by providing short-term working capital assistance to small businesses to enable retention of jobs held by low- and moderate-income persons.
<p>Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i></p>	Provide technical assistance, grants, loans, and other financial assistance to establish, stabilize, and expand microenterprises that provide medical, food delivery, cleaning, and other services to support home health and quarantine.

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Provision of New or Quantifiably Increased Public Services

<p><i>Following enactment of the CARES Act, the public services cap has no effect on CDBG-CV grants and no effect on FY 2019-2020 CDBG Grant funds used for coronavirus efforts.</i></p>	Carry out job training to expand the pool of health care workers and technicians that are available to treat disease within a community.
	Provide testing, diagnosis or other services at a fixed or mobile location.
	Increase the capacity and availability of targeted health services for infectious disease response within existing health facilities.
	Provide equipment, supplies, and materials necessary to carry-out a public service.
	Deliver meals on wheels to quarantined individuals or individuals that need to maintain social distancing due to medical vulnerabilities.

Planning, Capacity Building, and Technical Assistance

<p>States only: planning grants and planning only grants. <i>See section 105(a)(12).</i></p>	<p>Grant funds to units of general local government may be used for planning activities in conjunction with an activity, they may also be used for planning only as an activity. These activities must meet or demonstrate that they would meet a national objective. These activities are subject to the State's 20 percent administration, planning and technical assistance cap.</p>
<p>States only: use a part of to support TA and capacity building. <i>See section 106(d)(5) (42 U.S.C. 5306(d)(5).</i></p>	<p>Grant funds to units of general local government to hire technical assistance providers to deliver CDBG training to new subrecipients and local government departments that are administering CDBG funds for the first time to assist with infectious disease response. This activity is subject to the State's 3 percent administration, planning and technical assistance cap.</p>
<p>Entitlement only: data gathering, studies, analysis, and preparation of plans and the identification of actions that will implement such plans. <i>See 24 CFR 570.205.</i></p>	<p>Gather data and develop non-project specific emergency infectious disease response plans.</p>

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