



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** September 2, 2021

Staff Contact: Mirjana Gavric

Agenda Title: For Possible Action: Discussion and possible action regarding the approval of funding and final recommendation to the Nevada Governor's Office of Economic Development ("NGOED") on the Community Development Block Grant-COVID 19 ("CDBG-CV") to be granted to nonprofit organizations in the amount of \$173,298.54 for Fiscal Year ("FY") 2022. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The CDBG-CV provides funding for activities that respond to and prevent the spread of COVID-19. The Board of Supervisors ("Board") is required to make a final recommendation and approval of funding for CDBG-CV projects to NGOED. Carson City has received three rounds of funding for CDBG-CV. This report addresses the third and final round of funding which has a total remaining balance of \$173,298.54 available. Applications were solicited and four public service project applications were received, requesting a total of \$186,537. The Application Review Work Group ("AWRG") is recommending funding to the Ron Wood Family Resource Center in the amount of \$100,000; St. Vincent de Paul in the amount of \$18,000; Spirit of Hope Inc. in the amount of \$46,270.54; and Nevada Rural Counties RSVP Program, Inc. in the amount of \$9,028.

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

Proposed Motion

I move to approve the funding as recommended.

Board's Strategic Goal

Economic Development

Previous Action

On September 17, 2020, the Board approved \$237,004 in awards from the CDBG-CV IA allocation.

On January 7, 2021, the Board approved \$151,382 in awards from the CDBG-CV IB allocation.

On June 3, 2021, the Board approved \$322,497.46 in awards from the CDBG-CV II & III allocations.

Background/Issues & Analysis

Carson City has received three CDBG-CV allocations: CDBG-CV I, in the amount of \$307,430; CDBG-CV II, in the amount of \$205,504; and CDBG-CV III in the amount of \$371,248, for a total amount of \$884,182. The following was previously awarded: on September 17, 2020, the amount of \$237,004; on January 7, 2021, the amount of \$151,382; and on June 3, 2021, the amount of \$322,497.46. This left an amount yet to be awarded of \$173,298.54.

In accordance with CDBG requirements, staff formed an Application Review Work Group (ARWG) to evaluate and rank the four applications received and to make funding recommendations based on community need, projected outcome, and compliance with State and HUD requirements. Applications were due on July 23, 2021. The ARWG held a Teams meeting on August 10, 2021, during which the ARWG ranked and evaluated the proposed program applications. The ARWG recommends that the Board fully fund the Ron Wood Family Resource Center for \$100,000.00 and St. Vincent de Paul for \$18,000.00. The ARWG recommends that the Board partially fund Spirit of Hope Inc. for \$46,270.54 and RSVP for \$9,028.00.

After the Board discusses, makes any desired amendments and approves the CDBG-CV awards, staff will forward the final approved recommendations to NGOED for consideration. This award, if approved, will be the final allocation for 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 - Federal Grant Revenues 2756581-431010, and CDBG Services and Supplies 2756574-501225 - Grant Number #G070121009

Is it currently budgeted? No

Explanation of Fiscal Impact: The final CDBG-CV III award amounts will be rolled forward out of undesignated from FY 2021 and into the specific award accounts as part of the first round of augmentations for FY 2022, which will add both revenue and expense to the FY 2022 budget.

Alternatives

Do not approve funding as recommended and provide alternative direction.

Attachments:

[Staff Memo to BOS CDBG-COVID 19.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 September 2, 2021

To: Mayor and Board of Supervisors
From: Mirjana Gavric, Grants Administrator
Date: September 2, 2021
Subject: CDBG-COVID 19 Funding Proposals III

The Board of Supervisors is required to make a final recommendation and approval for the Community Development Block Grant-COVID 19 (CDBG-CV) programs to the Nevada Governor's Office of Economic Development (NGOED). Carson City has received three CDBG-CV allocations: CDBG-CV I, in the amount of \$307,430; CDBG-CV II, in the amount of \$205,504; and CDBG-CV III in the amount of \$371,248, for a total amount of \$884,182. This approval is for CDBG-CV III.

Due to the amount requested in the first round the application process was divided into four rounds: CDBG-CV 1A, CDBG-CV1B, CDBG-CV II& III and CDBG-CV III. The total amount funded for CDBG-CV1A, CDBG-CV1B and CDBG-CV II & III is \$710,883.46, leaving \$173,298.54 for the final application round, CDBG-CVIII.

The Application Review Work Group (ARWG) is making a recommendation to fund all four applications received for a total of \$173,298.54, which will fully allocate funding for the CDBG-CV funding I, II and III.

As part of the abbreviated CDBG Citizen Participation requirement, an online workshop session was held on June 17, 2021 to review the CDBG-CV requirements and application process. 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 23, 2021. The ARWG held a Teams meeting on August 10, 2021, in which 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 4 volunteers representing both community members and subject matter experts. These members are:

- JoAnn Carpenter – Retired CDBG Program Administrator and Carson City Citizen
- Vern Krahn – Retired Parks Planner and Carson City Citizen
- Natalie Wood – Volunteer Carson City Citizen
- Kristine Currie – Retired Urban Planner and Carson City Citizen

DEPARTMENT OF FINANCE

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CDBG-CV III PUBLIC SERVICE PROGRAMS RECOMMENDATIONS:

1) Project Name: Family Support for COVID-19

Agency: Ron Wood Family Resource Center

Funding Request: \$100,000

Recommendation: \$100,000

Applicant Score: 85%

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

Description: Ron Wood Family Resource Center is requesting funds in order to help prevent potential eviction to families in the Carson City community as a direct result of the COVID-19 pandemic. This second round of funding, for this program, will allow Ron Wood to continue to provide "wrap-around" services to include utility assistance, counseling, education support, employment services and mental/physical health referrals.

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-CV. The ARWG unanimously voted to support this request because this program will help Carson City families receive services that will help a wide variety of their needs.

2) Project Name: Emergency, Short-Term Housing for the Homeless

Agency: St. Vincent de Paul

Funding Request: \$18,000

Recommendation: \$18,000

Applicant Score: 79%

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

Description: St. Vincent de Paul is requesting funding to provide emergency, short-term housing for the homeless population of Carson City. The goal is to prevent the possible spread of COVID-19 by paying for temporary housing to anyone who is denied access to a winter sleeping shelter due to COVID-19 symptoms and to anyone that has recently become homeless due to any COVID-19 circumstance.

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, based on the funding available through CDBG-CV. The ARWG felt that the need for this request is essential to the recently homeless population of Carson City.

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3) Project Name: Cleaning and Client Health Program

Agency: Spirit of Hope Inc.

Funding Request: \$49,309.00

Recommendation: \$46,270.54

Applicant Score: 78%

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

Description: Spirit of Hope is requesting funds for a professional cleaner to deep clean each of their supportive homes, a licensed nurse to provide on-site checkups with residents 4 hours per week and one new staff to provide weekend management support for all homes.

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 for this request, based on the funding available through CDBG-CV. The ARWG felt that the need for this request is essential to the health and wellbeing of the clients being served. The request for a 12% indirect rate can't be funded because the grant cap is 10%; therefore, the ARWG recommended a reduction in the indirect rate.

4) Project Name: RSVP COVID-19 Cleaning and Sanitation

Agency: Nevada Rural Counties RSVP Program, Inc. (RSVP)

Funding Request: \$19,228

Recommendation: \$9,028

Applicant Score: 70%

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

Description: RSVP is requesting funding for cleaning the interior for all RSVP vehicles that transport clients, professional cleaning and disinfection for the RSVP office, and 10% of the Operations Manager salary for cleaning oversight.

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 for CDBG-CV. The ARWG is recommending funding for professional and interior vehicle cleaning. The ARWG is not recommending funding for the Fiscal Operations Manager and office cleaning because these costs are part of the RSVP budget and the application did not justify or explain otherwise.

Potential Additional Funding Available:

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

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

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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-CV funds and examples of such activities include:

Buildings and Improvements, Including Public Facilities

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>	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.
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>	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

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>	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.

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Provision of assistance to microenterprises. <i>See section 105(a)(22) (42 U.S.C. 5305(a)(22)); 24 CFR 570.201(o).</i>	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

<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>	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

States only: planning grants and planning only grants. <i>See section 105(a)(12).</i>	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.
States only: use a part to support TA and capacity building. <i>See section 106(d)(5) (42 U.S.C. 5306(d)(5)).</i>	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.
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>	Gather data and develop non-project specific emergency infectious disease response plans.

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CDBG-CV 1A and 1B, II & III Funding Awarded

Agency	Project	Agency Request	Board of Supervisors Approval
CDBG-CV 1A			
Boys & Girls Club Expansion	Supplies to expand the childcare program.	\$79,825.42	\$79,826
Nevada Health Centers	Structural cover for the parking lot in Carson City.	\$57,191.22	\$57,191
Spirit of Hope	Van to transport clients.	\$51,584.33	\$51,585
St. Vincent de Paul	Supplies for the Nights off the Street Program.	\$20,080	\$20,080
Carson City Administration	Grant Administration	\$28,322.30	\$28,322
TOTAL		\$237,003.27	\$237,004
CDBG-CV 1B			
Advocates to End Domestic Violence	Vehicle to transport clients.	\$35,676.97	\$35,677
Carson City Senior Center	Funding to supplement rise in food costs for the Meals on Wheels program.	\$70,426	\$70,427
Nevada Health Centers	Equipment to support COVID testing and vaccinations.	\$45,278	\$45,278
TOTAL		\$151,380.97	\$151,382

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Agency	Project	Agency Request	Board of Supervisors Approval
<i>CDBG-CV II & III</i>			
Advocates to End Domestic Violence	Purchase of new mattresses for clients and payroll for one part-time Case Manager to help educate clients on COVID-19.	\$31,166	\$31,166
Boys and Girls Club	Replacing bathroom fixtures to be touchless and adding one water bottle drinking station.	\$26,623.46	\$26,623.46
Nevada Health Centers	Funding for staff support and one vehicle in order to provide vaccines to homebound seniors.	\$98,365	\$98,365
Ron Wood Family Reoccurs	Rental assistance to help prevent the eviction of families in Carson City.	\$120,000	\$120,000
RSVP	Funds to pay for one Project Coordinator to schedule vaccinations for seniors.	\$46,343	\$46,343
TOTAL CDBG-CV II & III		\$322,497.46	\$322,497.46
TOTAL for 1A, 1B & II & III		\$710,881,70	\$710,883.46