

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	April 7, 2014
Action Required:	Appropriation and Approval
Presenter:	Melissa Thackston
Staff Contacts:	Melissa Thackston, Grants Coordinator
Title:	Approval and Appropriation of CDBG & HOME funds for FY 2014-2015

Background and Discussion: This agenda item includes project recommendations and appropriations for the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds to be received by the City of Charlottesville from the U.S. Department of Housing and Urban Development.

In Fall 2013, the City of Charlottesville advertised a Request for Proposals based on the priorities set by Council on September 3, 2013 for Economic Development; Workforce Development; and Neighborhood Stabilization (to include Homeowner Rehabilitation and Homeownership Assistance). The City received 4 applications totaling over \$200,000 for housing projects; 6 applications totaling over \$92,000 for social projects; 3 applications for facility improvements totaling \$57,000; and 5 applications totaling over \$250,000 for economic development projects. A summary of applications received is included in this packet.

Throughout the winter of 13-14, the CDBG Task Force reviewed and recommended housing and social projects for funding; the Strategic Action Team on Economic and Workforce Development reviewed and recommended economic development projects for funding. On March 11, 2014, these items came before the Planning Commission and Council for a joint public hearing. The Planning Commission accepted the report and unanimously recommended the attached budget for approval by City Council.

CDBG and HOME Project Recommendations for FY 14-15: The CDBG and HOME programs have an estimated \$404,223.91 and \$83,500 respectively for the 2014-2015 program year. The CDBG total reflects the \$400,000 Entitlement Grant, \$631.85 in Reprogramming, and \$3,592.06 in previous years' entitlement available after program income has been applied. The HOME total consists of an estimated \$67,500, which is the City's portion of the Consortium's appropriation, in addition to \$16,000 for the City's 25% required match and \$0 in program income. Minutes from the meetings are attached which outline the recommendations made. It is important to note that all projects went through an extensive review as a result of an RFP process.

- A. **CDBG Housing and Facilities Programs:** Council did not set any money aside for these projects.

- B. Priority Neighborhood: Council set aside FY 14-15 CDBG funds for the Block by Block area of 10th and Page as the Priority Neighborhood. A Priority Neighborhood Task Force is currently being recruited and specific project recommendations focusing on infrastructure and pedestrian safety improvements will be forthcoming. No social programming is eligible under this set-aside, as social programs are funded separately and are subject to HUD regulations, which allow for a maximum of 15% to be spent on such activities.
- C. Economic Development: Council set aside FY 14-15 CDBG funds for Economic Development activities. The Strategic Action Team reviewed proposals for funding.

Project recommended for funding include:

- Community Investment Collaborative, scholarships to low-income entrepreneurs
- Seedplanters, technical assistance and grants to women entrepreneurs
- Office of Economic Development Small Business Development
- Computers4Kids, websites for qualified businesses
- Barrett Early Learning Center improvements

Funds are proposed to be used to provide technical assistance, micro-enterprise loans, and starting capital to at least 15 qualified Charlottesville businesses and to help at least 20 individuals plan and hopefully launch their own new micro-enterprises. Estimated benefits also include facility improvements to one childcare center serving low-mod children.

- D. Social Programs: The CDBG Task Force has recommended several social programs. Each program, they felt, was consistent with the goals set by City Council including Workforce Development. Funding will enable the organizations to provide increased levels of service to the community.

Projects recommended for funding include:

- Charlottesville Abundant Life Ministries, match money for asset savings
- Community Attention, health care internships for area youth
- Computers4Kids, teen camps and workshops
- OAR, funds to help recently released offenders transition
- Department Social Services, VIEW Career Training

Estimated benefits include 10 adults and 30 young adults who will receive job training and workforce development skills, 5 individuals will be aided as they save money towards a house or education expense, and 200 recently released offenders will receive support services to help reduce recidivism.

- E. Administration and Planning: To pay for the costs of staff working with CDBG projects, citizen participation, and other costs directly related to CDBG funds, \$80,000 is budgeted.
- F. HOME Funds: The CDBG Task Force has recommended housing programs that are

consistent with those from prior years. The main areas of focus are based on Council's priority for homeowner rehabilitation and homeownership assistance.

Projects recommended for funding include:

- Habitat for Humanity Downpayment Assistance
- Piedmont Housing Alliance Downpayment Assistance
- AHIP, funds to provide small homeowner rehabs and repairs.
- Building Goodness in April, funds to provide homeowner rehabs and repairs with Darden School volunteers.

Estimated outcomes are 6 small homeowner rehabs and downpayment assistance to 4 households.

- G. Program Income/Reprogramming For FY 2013-2014, the City has \$3,592.06 in previous CDBG entitlement funds that have been made available due to the receipt of program income to be circulated back into the CDBG budget. The City does not currently have any HOME PI to be circulated back into the HOME budget. There are also completed CDBG projects that have remaining funds to be reprogrammed amounting to \$631.85. These are outlined in the attached materials.

Community Engagement: A request for proposals was held for housing, economic development, and social programs. Applications received were reviewed by the CDBG Task Force or SAT. Priority Neighborhood recommendations will be made by the 10th and Page BxB CDBG Task Force.

No public comments have been received to date.

Alignment with City Council's Vision and Priority Areas: Approval of this agenda item aligns directly with Council's vision for Charlottesville to have **Economic Sustainability** and **Quality Housing Opportunities for All**.

Budgetary Impact: Proposed CDBG projects will be carried out using only the City's CDBG funds. The HOME program requires the City to provide a 25% match. The sum necessary to meet the FY 2014-2015 match is \$16,000, which will need to be appropriated out of the Charlottesville Housing Fund (CP-0084) at a future date.

Recommendation: Staff recommends approval of the CDBG and HOME projects as well as the reprogramming of funds. Planning Commission recommended approval of the attached budget with any percent changes to the estimated amounts being applied equally to all programs on March 11, 2014. All Planning Commissioners present at the meeting voted. (Rosensweig recused) Staff also recommends approval of the appropriations. Funds will not be available or eligible to be spent until HUD releases funds on July 1, 2014. If the funds are not released on that date, funds included in this budget will not be spent until HUD releases the entitlement.

Alternatives: No alternatives are proposed.

Attachments: 2014-2015 Proposed CDBG and HOME Budget
Summary of RFPs submitted
Appropriation Resolutions for CDBG & HOME and reprogrammed funds
Minutes from CDBG Task Force meetings

2014-2015 CDBG BUDGET ALLOCATIONS
RECOMMENDED BY CDBG TASK FORCE and SAT: 1/23/14 and 2/7/14
RECOMMENDED BY PLANNING COMMISSION: 3/11/14
RECOMMENDED BY CITY COUNCIL: 4/7/14 (pending)

I.	PRIORITY NEIGHBORHOOD		
	A. 10 th and Page – Block by Block Area - TBD		\$132,223.91*
II.	ECONOMIC DEVELOPMENT		
	A. Community Investment Collaborative Scholarships		\$ 7,500
	B. Seedplanters Women Entrepreneur Academy		\$15,000
	C. Office of Economic Development Small Business Development		\$50,500
	D. Computers 4 Kids Business Websites		\$46,500
	E. Barrett Early Learning Center Improvements		\$12,500
		ECONOMIC DEVELOPMENT TOTAL:	\$132,000
III.	SOCIAL PROGRAMS		
	A. CALM - IDA Match		\$ 5,000
	B. Community Attention- Youth Internships		\$ 5,000
	D. C4K- Teen Camps and Workshops		\$18,500
	E. OAR- Reentry Program		\$15,000
	F. DSS- VIEW Career Training		\$16,500
		SOCIAL PROGRAMS TOTAL:	\$60,000 (15% EN)
IV.	ADMINISTRATION AND PLANNING:		
	A. Admin and Planning		\$80,000 (20% EN)
		GRAND TOTAL:	\$404,223.91
		ESTIMATED NEW ENTITLEMENT AMOUNT:	\$400,000.00
		ESTIMATED EN AVAILABLE AFTER PI APPLIED:	\$ 3,592.06
		REPROGRAMMING:	\$ 631.85

* Funding includes program income/reprogrammed funds

2014-2015 HOME BUDGET ALLOCATIONS

A.	Habitat for Humanity	\$30,000
B.	PHA, Down Payment	\$10,000
C.	AHIP, Small Homeowner Rehabs	\$30,000
D.	Building Goodness in April	\$10,000
D.	Administration and Planning – funds from the Planning District	\$ 3,500
		TOTAL:
		\$83,500
		ENTITLEMENT AMOUNT:
		\$67,500
		PROGRAM INCOME:
		\$0
		LOCAL MATCH:
		\$16,000*

* HOME Admin and Planning Funds not matched locally

CDBG RFP SUBMISSIONS - FY 2014-15

Organization, (Program Title)	Applicant	Program Description	Funding Requested
AHIP	Jen Jacobs	Emergency and Small Reparis	\$80,000
Building Goodness in April	Brian Gooch	Homeowner Rehabs	\$20,000
Habitat for Humanity	Dan Rosensweig	Downpayment Assistance	\$80,000
PHA	Karen Reifenberger	Downpayment Assistance	\$25,000

\$205,000

Organization, (Program Title)	Applicant	Program Description	Funding Requested
CALM	Rydell Payne	IDA Accounts	\$10,000
Community Attention	Rory Carpenter	Youth Internship Program in health care	\$10,000
C4K	Michaela Muttom	Job Readiness/Workforce Development Workshops	\$25,542
OAR	Pat Smith	Reentry Program	\$20,000
CRHA	Connie Dunn	IT support and maintenance	\$4,500
Social Services	Kelly Logan	VIEW workforce development	\$21,964

\$92,006

Organization, (Program Title)	Applicant	Program Description	Funding Requested
Barrett Early Learning Center	Hodari Hamilton	Building Improvements	\$40,000
CRHA	Connie Dunn	Key Fob access	\$8,000
CRHA	Connie Dunn	Security Cameras	\$9,000

\$57,000

Organization, (Program Title)	Applicant	Program Description	Funding Requested
Blossoms Child Care (proposed)	Laketa Kelley	Funds to start a child care program	\$70,000
Community Invest. Collob	Stephen Davis	Entrepreneurship-training	\$60,000
C4K	Michaela Muttom	Online Entrepreneursip Program	\$43,131
OED	Jason Ness	ACE program	\$50,500
Seedplanters	Kaye Monroe	DreamBuilders Women Entrepreneurs	\$27,000

\$250,631

Housing Programs	Public Facilities	Economic Development	Social
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**A RESOLUTION
 APPROPRIATING FUNDS FOR
 THE CITY OF CHARLOTTESVILLE'S 2014-2015
 COMMUNITY DEVELOPMENT BLOCK GRANT - \$400,000**

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of a Community Development Block Grant (CDBG) for the 2014-2015 fiscal year in the total amount of \$404,223.91 that includes the estimated new entitlement from HUD of \$400,000, previous entitlement made available through program income of \$3,592.06, and reprogramming of \$631.85.

WHEREAS, City Council has received recommendations for the expenditure of funds from the CDBG Task Force, the SAT, and the City Planning Commission; and has conducted a public hearing thereon as provided by law; now, therefore

BE IT RESOLVED by the City Council of Charlottesville, Virginia, that the sums hereinafter set forth are hereby appropriated from funds received from the aforesaid grant to the following individual expenditure accounts in the Community Development Block Grant Fund for the respective purposes set forth; provided, however, that the City Manager is hereby authorized to transfer funds between and among such individual accounts as circumstances may require, to the extent permitted by applicable federal grant regulations.

PURPOSE	AMOUNT
PRIORITY NEIGHBORHOOD	
10 th and Page – Block by Block Area – TBD	\$132,223.91
ECONOMIC DEVELOPMENT	
Community Investment Collaborative Scholarships	\$ 7,500
Seedplanters Women Entrepreneur Academy	\$15,000
Office of Economic Development Small Business Development	\$50,500
Computers 4 Kids Business Websites	\$46,500
Barrett Early Learning Center Improvements	\$12,500
SOCIAL PROGRAMS	
CALM - IDA Match	\$ 5,000
Community Attention- Youth Internships	\$ 5,000
C4K- Teen Camps and Workshops	\$18,500
OAR- Reentry Program	\$15,000
DSS- VIEW Career Training	\$16,500
ADMINISTRATION AND PLANNING:	
Admin and Planning	\$80,000
TOTAL	\$404,223.91

The amounts so appropriated as grants to other public agencies and private non-profit, charitable organizations (subrecipients) are for the sole purpose stated. The City Manager is authorized to enter into agreements with those agencies and organizations as he may deem advisable to ensure that the grants are expended for the intended purposes, and in accordance with applicable federal

and state laws and regulations; and

The City Manager, the Directors of Finance or Neighborhood Development Services, and staff are authorized to establish administrative procedures and provide for mutual assistance in the execution of the programs.

**A RESOLUTION
 APPROPRIATING FUNDS FOR
 THE CITY OF CHARLOTTESVILLE'S 2014-2015
 HOME FUNDS – \$67,500**

WHEREAS, the City of Charlottesville has been advised of the approval by the U.S. Department of Housing and Urban Development of HOME Investment Partnership (HOME) funding for the 2014-2015 fiscal year;

WHEREAS, the region is receiving an award for HOME funds for fiscal year 14-15 of which the City will receive an estimated \$67,500 to be expended on affordable housing initiatives such as homeowner rehab and downpayment assistance.

WHEREAS, it is a requirement of this grant that projects funded with HOME initiatives money be matched with local funding in varying degrees;

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that the local match for the above listed programs will be covered by the Charlottesville Housing Fund account CP-0084 in SAP system) in the estimated amount of \$16,000; the resolution for this appropriation will come forward after July 1, 2014. Program income from previous FYs amounts to \$0 available for FY 14-15. The total of the HUD money, program income, and the local match, \$83,500 will be distributed as shown below. Administrative funds for the year total \$3,500, which do not require a City match.

HOME Program Funds	HOME FUNDING	% MATCH REQUIRED	LOCAL MATCH	TOTAL
Habitat for Humanity DP	\$24,000	25%	\$6,000	\$30,000
PHA, DP	\$ 8,000	25%	\$2,000	\$10,000
AHIP, Small Rehabs	\$24,000	25%	\$6,000	\$30,000
BGiA, Small Rehabs	\$ 8,000	25%	\$2,000	\$10,000
Administration & Planning	\$ 3,500	0%	\$ 0	\$ 3,500
	\$67,500		\$16,000	\$83,500

* includes Program Income which does not require local match.

APPROPRIATION
AMENDMENT TO COMMUNITY DEVELOPMENT BLOCK GRANT ACCOUNT
Reprogramming of Funds for FY 14-15

WHEREAS, Council has previously approved the appropriation of certain sums of federal grant receipts to specific accounts in the Community Development Block Grant (CDBG) funds; and

WHEREAS, it now appears that these funds have not been spent and need to be reprogrammed, and therefore,

BE IT RESOLVED by the Council of the City of Charlottesville, Virginia that appropriations made to the following expenditure accounts in the CDBG fund are hereby reduced or increased by the respective amounts shown, and the balance accumulated in the Fund as a result of these adjustments is hereby reappropriated to the respective accounts shown as follows:

Program Year	Account Code	Purpose	Proposed Revised Reduction	Proposed Revised Addition	Proposed Revised Appropriation
11-12	P-00001-04-83	ARC Facility Improvements	\$626.85		\$0
12-13	P-00001-02-59	CRHA Comp. Lab Maint.	\$5.00		\$0
14-15	P-00001-04-01	Applied to new programs		\$631.85	\$631.85
		TOTALS:	\$631.85	\$631.85	\$631.85

CDBG Task Force Meeting Notes
December 5, 2013
12:00
Economic Development Conference Room

Members Present:

Sarah Lawson
Marnie Allen
Sarah Malpass
Kathy Johnson Harris
Matthew Slaats (12:40)

Staff:

Melissa Thackston

1. Review Process

The Task Force will begin review applications at today's meeting and asking questions for applicants. Decisions regarding which applications to fund will begin on the Dec. 16 meeting with final decisions occurring over the January meetings as necessary.

2. Staff Updates

Staff provided updates regarding estimated funding and changes to the HOME program. Social projects are estimated to have \$60,000 and housing projects are estimated to have \$80,000 funding available for the Task Force to award. HUD has recently issued the HOME Final Rule. The new rule significantly changes what is required for downpayment assistance projects and staff is extremely hesitant to use HOME funds for these types of projects in the future. This year, only HOME funds are available for housing projects; therefore staff is recommending the Task Force does not consider downpayment assistance projects.

3. General Questions

None.

4. Preliminary Discussion of Applications

Task Force members began reviewing applications and discussing any questions or additional information they would like from applicants. For all applications, they would like data on outcomes from previous years relating to number benefited and also more meaningful data such number that became employed, long-term impacts, etc.

Members discussed the two remaining housing applications for homeowner rehab. There was concern that AHIP and BGiA were duplicating services. Members felt both are strong and valid organizations but that with limited funding only AHIP

should be funded since they have better capacity and operate all year. Members would like to see more collaboration between agencies if possible.

5. Other Business (if any)

SAT CDBG ED Meeting Notes
December 6, 2013
9:00 am
City Space Small Conference Room

Members Present:

David Ellis (leave early)
Mike Murphy (leave early)
Diane Kuknyo (arrive late)
Hollie Lee
Jason Ness
Tierra Howard
Melissa Thackston

1. Review Process

Melissa provided a brief overview of CDBG Economic Development funds and the applications received. CRHA applications will be funded with CHF monies available to the agency as appropriate and will not be considered at this time. Since Council did not award any funds towards facility improvement projects, Barrett's application could only be funded if money awarded towards ED projects remains available after SAT members make their recommendations.

2. Discussion of Applications

Members reviewed and recommended funding for the applications received.

Laketa Kelly, Blossoms Childcare: Members appreciated the effort put forth by this application, but at this time do not think the business is far enough along to receive funding. Members suggested Ms. Kelly contact CIC or Seedplanters to further develop the business plan. Members would like to see the business up and running and with a location secured before considering investing CDBG funds.

Community Investment Collaborative: Some members had concerns about who they are serving and if it is truly the low-mod population of Charlottesville. It was noted that CIC currently has a large cash balance and a request for \$60,000 is too much given their available assets. All members supported awarding \$7,500 support the cost of 20 scholarships for those under 80% AMI.

Computers4Kids: Melissa had concerns that as currently proposed, the application is not eligible under ED funds as it is more a Public Service/Social project. Members liked the idea and said they would support funding the portions that relate to the direct cost to the businesses. Melissa and Jason will work with C4K to revise the application to qualify as an ED project.

Seedplanters: Some members were concerned that the budget could be cut down to be more reasonable. It was noted that the largest line item was staff time and that the amount requested for the awards event seemed too large. Members felt that a benefit cost of \$1200-1500 per person was more reasonable. Members supported funding this application at \$15,000.

OED ACE: Members liked that this application directly helped existing businesses versus other applications that were geared towards helping people start businesses. Hollie and Jason explained how they partnered with a consultant to help identify what each business needs in terms of marketing and capacity building and they works with that business to meet those needs. No one from OED participated in the discussion of how much funding to award. Members supported fully funding this application.

Barrett Early Learning Center: Members had some concerns about the long term sustainability of the center including its enrollment and budget. It was suggested that while not a business but a non-profit, BELC should be required to complete business planning, perhaps working with OED. It was also suggested that the City place a deed on the building in the amount of funding awarded for a set period of time to secure its investment. It was also noted that supporting this application was in keeping with the SAT recommendations regarding childcare options. Members supported funding this application with any remaining available funding.

Based on the discussion funding recommendations are as follows:

CIC:	\$7,500
OED:	\$50,500
Seedplanters:	\$15,000
C4K:	TBD
Barrett:	Remaining funding available

CDBG Task Force Meeting Notes
December 16, 2013
2:00
NDS Conference Room

Members Present:

Sarah Lawson
Marnie Allen
Sarah Malpass (via phone)
Mary Alex
Lisa Green

Staff:

Melissa Thackston

1. Review applicant data

Members reviewed previous meeting minutes and responses/additional data provided by applicants.

There were some concerns from members not present at the last meeting about the decision not to fund BGiA, particularly since it is run by Darden students and is a great way for them to learn about non-profit work and the challenges faced by the low-mod population.

2. Continue Discussion of Social Applications and Preliminary Budget

Members went over each application and refined which ones were higher funding priorities. Some were ranked as 'Tier 1', meaning that members would like to see these applications funded above others, though not necessarily at full funding levels.

CALM: Concern that they only serve Fifeville residents. If funded, members would like to see it open citywide. There was some confusion about how this program differs from the regular VIDA program. Do these participants not qualify for VIDA? What debts are they paying off and what are the small matches? The application briefly answers some of these questions.

C4K: Members stated that they fully favor funding this application. It hits a lot of areas and a lot of priorities. Members like that they teach actual workforce skills and that the parents have to be involved. Members ranked this a Tier 1 application.

OAR: Members feel that they do tremendous work and make an important change in the community for a little bit of money. This also fits Council's larger priority as a 'City of Second Chances.' Members appreciated the anecdotes that were shared and feel that they show OAR staff forms true relationships. Members ranked this a Tier 1 application.

CAYIP: At the previous meeting, members expressed strong support for this application. There was some concern that they do not really have hard data or track what happens to the youth that participate. Some members would like to see them do a better job tracking in the future. Other members wanted to see more than just low skills jobs and employers participating, such as those businesses and jobs identified in Economic Developments target industries study. Members agreed that it is a really worthwhile and important program; they would just love to see it expand.

DSS VIEW: Members really liked that this program offers actual training for folks trying to move off the system. Members ranked this as a Tier 1 application.

3. Other Business (if any)

Staff updated members on the status of Action Plan/Budget Amendments for prior year projects. The FY 12-13 HOME funds and CHDO funds were supposed to both go towards the creation of affordable housing in a project known as Evangeline. That project has since fallen through. The HOME funds are now being awarded to AHIP and the CHDO funds to PHA for use in the CALM development between 5th and Prospect. Unallocated Economic Development funds from FY 13-14 are being reprogrammed to facility improvements at Barrett Early Learning Center as that is a need that has been identified and is project ready to help the City meet its timeliness goals. It was suggested that since AHIP is receiving this extra money, some FY 14-15 money be set aside for BGiA, and there was consensus to do so.

Members had a discussion about the need for flexible and affordable childcare options for low-income families. They would like to see programs that support childcare recommended as a priority for funding to Council for FY 15-16.

CDBG Task Force Meeting Notes
January 9, 2014
10:00
NDS Conference Room

Members Present:

Sarah Lawson
Marnie Allen
Sarah Malpass
Matthew Slaats
Mary Alex
Lisa Green

Staff:

Melissa Thackston

1. Finalize Social Budget

Members presented different funding options and weighed the pros and cons of each. Suggested options included reducing every application by about \$5,000; funding those listed as Tier 1 at 75% and those as Tier 2 at 50%; or equal percentage reduction for all applicants. Members agreed they preferred awarding more funds/percent towards applications that were deemed Tier 1. There was concern that with a 50% reduction Tier 2 applicants would not receive enough funds to carry out their projects, but staff thought they would based on prior funding amounts.

Members wanted to convey to all applicants that they would like to see better long-term tracking in future applications and that any funds awarded need to be made available to all City residents.

Lisa Green made a motion to recommend the following budget to the Planning Commission and City Council; Marnie Allen seconded; the motion was approved 6-0.

Recommended Social Budget:

Computers4Kids	\$18,500
OAR	\$15,000
DSS VIEW	\$16,500
CALM IDA	\$ 5,000
CAYIP	\$ 5,000

2. Finalize Housing Budget Deferred to 1/23 meeting.
3. Other Business (if any) None

CDBG Task Force Meeting Notes
January 23, 2014
2:00
NDS Conference Room

Members Present:
Sarah Lawson
Mary Alex

Staff:
Melissa Thackston (via phone)
Kathy McHugh
Margot Elton

1. Finalize Housing Budget

Different funding options were presented and members weighed the pros and cons of each. Suggested options included determining an amount for downpayment projects and an amount for rehab projects and then deciding how to split the funds among agencies. One member felt that AHIP and Habitat should be considered Tier 1 applications. She thought that AHIP represented more people and had stronger measurable and outcomes and that Habitat was able to reach a greater need. Members agreed that they liked all four applicants and would like to see all receive some level of funding. Staff did not have any concerns about any of the agencies receiving funds in the amounts suggested.

The following budget was suggested and agreed upon by the members that were present:

Habitat for Humanity:	\$30,000
AHIP:	\$30,000
BGiA:	\$10,000
PHA	\$10,000

Members did not wish to put any conditions or stipulations on the recommendations.

Recommendations will be emailed to the full CDBG TF for a vote.

2. Finalize Contingency recommendation based on actual funding amount.

Members decided it would be best to keep things simple and add/subtract funding on a pro-rata percentage equally to all funded agencies.

3. Other Business (if any) None

SAT CDBG ED Meeting Notes
February 7, 2013
9:00 am
OED Conference Room

Members Present:

David Ellis
Kelly Logan
Diane Kuknyo
Hollie Lee
Jason Ness
Tierra Howard
Chris Engel
Melissa Thackston (via phone)

1. Staff Update

Melissa provided members of the SAT with a brief review of the previous discussion and an update on the revised application from Computers4Kids.

2. Discussion of C4K Application

Members reviewed the revised C4K applications. Members felt this version was more clearly an Economic Development project and liked that C4K would be able to utilize its resources to provide websites for existing businesses. Members felt this project should be given full funding.

3. Vote on Final Budget

A motion was made, seconded, and approved (4-0-4) to fund the following agencies at the following amounts:

CIC:	\$7,500
OED:	\$50,500
Seedplanters:	\$15,000
C4K:	\$46,500
Barrett:	\$12,500

It was pointed out that the only agencies receiving full funding were those that would be helping current, existing businesses versus those that would be helping entrepreneurs.

The staff of OED and Melissa Thackston abstained from voting.