

**CLARK COUNTY  
STAFF REPORT**

**DEPARTMENT:** Department of Community Services (DCS)

**DATE:** May 13, 2014

**REQUEST:** The Board of County Commissioners authorize DCS to submit its 2014 Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) One Year Action Plan to the U.S. Department of Housing and Urban Development (HUD) and authorize the County Administrator to sign the 2014 One Year Action Plan forms, the grant agreement, related subcontracts, amendments, and required reports upon approval as to form by the Prosecuting Attorney's office.

**CHECK ONE:**                      X   Consent                           CAO

**BACKGROUND**

CDBG and HOME are two federal grant programs administered by HUD. These programs provide over 1,100 annual grants to cities and counties to carry out community development activities, improve affordable housing options, and provide improved community facilities and services. CDBG and HOME projects must meet a number of parameters set nationally by HUD, and must be used on projects that benefit low- to moderate-income residents. The Annual Action Plan defines the specific activities to be undertaken during each program year to address the priorities established in the five-year Consolidated Plan. The Urban County Policy Board developed the Action Plan through an open process that included participation from service providers, public agencies and organizations, and county citizens.

The Request For Applications (RFA) for 2014 funds was released on October 1, 2013. It closed for CDBG applicants on December 1, 2013 and on December 15, 2013 for HOME applicants. The applications were reviewed for eligibility within CDBG and HOME regulations, as well as the applicants' administrative capacity for handling federal funds.

The Urban County Policy Board, comprised of the Mayors or their designees of all cities in the county except Vancouver and a County Commissioner, either visited the proposed sites on the County-sponsored bus tour or were given a presentation by the applicants. At the March 10, 2014 Urban County Policy Board meeting the projects were scored, and the highest scoring projects were allocated funds. The projects selected for funding and the proposed funding amounts were advertised in The Columbian, with 30 days allowed for public comments. A public comment session was held before the BCC on April 29, 2014.

The CDBG funds may only be used for projects that benefit households at or below 80 percent of the area medium median income. The HOME funds will only benefit households at or below 60 percent of the area medium median income.

**COMMUNITY OUTREACH**

All meetings are open to the public and are scheduled at times and locations convenient to potential and actual beneficiaries with accommodations for people with disabilities and oral language assistance (interpretation) for non-English speaking persons. Those wishing to be regularly informed of meetings/activities can be added to the program's mailing and e-mail lists.

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The selected projects and funding amounts are in the 2014 One Year Action Plan and in the Columbian notice published April 14, 2014.

**BUDGET AND POLICY IMPLICATIONS**

The County will receive approximately \$1,429,447 in CDBG funds and \$428,648 in HOME funds. The requested action will not impact current salaries/benefits.

**FISCAL IMPACTS**

Yes (see attached form)                       No

**ACTION REQUESTED**

The Board of County Commissioners authorize DCS to submit its 2014 CDBG and HOME One Year Action Plan to HUD and authorize the County Administrator to sign the 2014 One Year Action Plan forms, the grant agreement, related subcontracts, amendments, and required reports upon approval as to form by the Prosecuting Attorney's office.

**PRIMARY STAFF CONTACT:**            **Pete Munroe, ext. 7801**

  
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Vanessa Gaston, Director  
Department of Community Services

Approved:

*may 13, 2014  
SR 92-14*

  
\_\_\_\_\_  
CLARK COUNTY  
BOARD OF COMMISSIONERS

**DISTRIBUTION**

Chris Horne, Prosecuting Attorney's Office

DCS Distribution:

- Pete Munroe, Housing Program Manager
- Harold Rains, Finance Manager
- Kelly Perez De La Cruz, Contracts Office Assistant

## FISCAL IMPACT ATTACHMENT

### Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information.

There is no general fund impact.

### Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
1939 / CDBG	\$0	\$578,000	\$0	\$851,447	\$	\$
1938 / HOME	0	45,000		383,648		
<b>Total</b>	<b>\$0</b>	<b>\$623,000</b>	<b>\$0</b>	<b>\$1,235,095</b>	<b>\$</b>	<b>\$</b>

II. A – Describe the type of revenue (grant, fees, etc.)

CDBG and HOME are federal grants.

### Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
1939 / CDBG		\$0	\$578,000	\$0	\$851,447		\$
1938 / HOME		0	45,000		383,648		
<b>Total</b>		<b>\$0</b>	<b>\$623,000</b>	<b>\$0</b>	<b>\$1,235,095</b>	<b>\$</b>	<b>\$</b>

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits	\$0	\$180,000	\$0	\$195,000	\$	\$
Contractual	0	433,000	0	1,015,095		
Supplies		5,000	0	20,000		
Travel		5,000	0	5,000		
Other controllables						
Capital Outlays						
Inter-fund Transfers						
Debt Service						
<b>Total</b>	<b>\$0</b>	<b>\$623,000</b>	<b>\$0</b>	<b>\$1,235,095</b>	<b>\$</b>	<b>\$</b>