

COUNTY OF MILWAUKEE
Department of Health and Human Services
INTER-OFFICE COMMUNICATION

DATE: April 25, 2014

TO: Supervisor Patricia Jursik, Chairperson, Economic & Community Development Committee

FROM: Héctor Colón, Director, Department of Health and Human Services
Prepared by James Mathy, Housing Administrator, Housing Division

SUBJECT: **An informational report from the Director, Department of Health and Human Services, presenting the proposed timetable for the 2015 Milwaukee County Community Development Block Grant (CDBG) program year**

Issue

As part of the annual Community Development Block Grant (CDBG) allocation process, Housing and Urban Development (HUD) requires the Department of Health and Human Services (DHHS) – Housing Division, as the administrator of the Milwaukee County CDBG Program, to produce an Annual Action Plan. The Annual Action Plan for the 2015 Program year is due to HUD on November 15, 2014.

HUD requires that the process for creating the Annual Action Plan include the following:

- 1) A citizen participation component that has at least two public hearings to allow sufficient opportunity to comment on the housing and community development needs of the Milwaukee County CDBG jurisdiction.
- 2) Approval by the Milwaukee County Board of Supervisors and the County Executive of eligible projects and funding amounts that are included in the 2015 Annual Action Plan.
- 3) A 30-day period for the public to provide comment on the 2015 Annual Action Plan, which must begin after Board and County Executive approval.
- 4) The 2015 Annual Action Plan must be submitted to HUD no later than 45 days prior to the start of the 2015 program year (Jan 1, 2015), which would be November 15, 2014.

During this process, Housing Division staff will assist with soliciting proposals for eligible CDBG activities and will manage an objective and transparent process of reviewing and ranking proposals. Staff will ensure that all applications meet HUD national objectives and all eligible projects will then be ranked by a panel of CDBG experts that have no conflicts of interest.

Staff will provide the panel with an objective scoring system, similar to the process from the 2014 allocation. Scores will be based on project description, impact on the jurisdiction, experience, community need, past performance, budget and sources of funds, and benefits to low-to-moderate individuals. Funding recommendations to the Economic and Community Development Committee will be based on this review process.

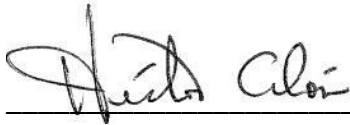
Discussion

The County expects to receive approximately \$1.2 million in CDBG funds for the 2015 program year. Of this amount, approximately \$1 million will be available for projects that will serve people with low to moderate income residing in the Milwaukee County CDBG jurisdiction. The proposed schedule for approving CDBG funded activities for the 2015 Program Year and submitting the 2015 Annual Action Plan to HUD is as follows:

June 16, 2014	Public Hearing #1: Housing and Community Development General Needs (regularly scheduled committee meeting)
July 14, 2014	Due Date for 2014 Applications
September 12, 2014	Public Hearing #2: Presentation of CDBG projects Community and Economic Development Committee meeting (regularly scheduled committee meeting)
*September 22, 2014 <small>*Proposed date – requires ECD Chairperson approval</small>	Community and Economic Development Committee approval of allocation recommendations of CDBG and HOME funds for 2015 program year activities (special committee meeting)
September 25, 2014	County Board of Supervisors approval of CDBG and HOME funds for 2015 program year activities (regularly scheduled full board meeting)
October 6 – November 5, 2014	Draft 2015 Annual Action Plan to be posted/available for 30-day public review and feedback period
November 15, 2014	Submit 2015 Annual Plan to HUD

Recommendation

This is an informational report. No action is necessary.



Héctor Colón, Director
Department of Health and Human Services

cc: County Executive Chris Abele
Raisa Koltun, County Executive's Office
Kelly Bablitch, County Board
Don Tyler, Director – DAS
Josh Fudge, Director, Office of Performance, Strategy & Budget
Matthew Fortman, Fiscal and Management Analyst – DAS
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